

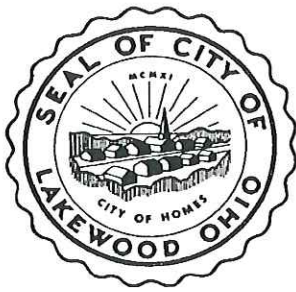
**AGENDA**  
**BOARD OF CONTROL**

***Mayor's Conference Room***  
***Monday, March 5, 2018 2:30 PM***

<b>Action</b>	<b>Description</b>	<b>Reference No.</b>
1. Renew – Purchase of Fire Hydrants		BC-18-093
2. Renew – Purchase of WATER Maintenance Appurtenances		BC-18-094
3. Renew – Purchase of SEWER Maintenance Appurtenances		BC-18-095
4. Award – Transit Cargo Van - Div of Parks/Pools		BC-18-096
5. Award – 2018 Sign Replacement Program – Traffic Signs		BC-18-097
6. Award – Document Management System		BC-18-098
7. Renew – Firehouse Records Management System Software		BC-18-099
8. Award – Professional Svs Contract – Re: Legal Services		BC-18-100
9. Award – Professional Svs Contract – Re: Weld Shop Ceiling Extension		BC-18-101
10. Award – Madison Park Basketball Court Project		BC-18-102
11. Award – Professional Svs Contract – Re: Legal Services		BC-18-103

***Next Meeting is Monday,  
March 19, 2018; 2:30 PM***

Mayor  
Finance Director  
Law Director  
Public Works Director



12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-093

March 5, 2018

Board of Control  
City of Lakewood, Ohio 44107

**Subject: Renew Contract – Purchase of Fire Hydrants**

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Public Works; Division of Water Distribution, and the attached letter of recommendation, I am submitting for your consideration this request to renew a contract to Core & Main (formerly HD Supply Waterworks Ltd.) in an amount not to exceed \$30,000 for the Purchase of Fire Hydrants. This is the final of (2) additional one-year renewal options available to the city; contract effective March 1, 2018 through February 28, 2019.

Core & Main submitted the sole bid for the Purchase of Fire Hydrants on Bid No. 16-007.

Contracting Authority:	Ordinance 43-17 \$100,000
Contracting Balance:	\$100,000 / \$70,000
Funding:	Enterprise Fund
Account Distribution:	501-3062-431- 46-08 \$90,000
Account Balance:	\$90,000 / \$60,000
Contract Approved by Law:	Yes ____ / No ____ / PO ____ / c/c ____
Object Code:	Repair and Maint Supplies / Utility Maintenance
Commodity Code:	340-000
Bid Reference:	Bid No. 16-007

Kim Smith  
Purchasing Manager

	<u>Approved</u>	<u>Disapproved</u>	<u>Date</u>
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____



# MEMO

**DATE:** 02/26/2018  
**TO:** Kim Smith  
**FROM:** Nicholas Del Vecchio  
**SUBJECT:** Board of Control (Hydrants)

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I am requesting BOC approval in the amount not to exceed \$30,000 for the purchase of Fire Hydrants. Core and Main (formerly HD Supply Waterworks) was awarded the contract in 2016 and this will be the final of two one-year renewals. Funds are available in account # 501-3062-431.46-08

Thanks,  
Nicholas Del Vecchio

BID FOR: **PURCHASE OF FIRE HYDRANTS**

BID NUMBER: **16-007**

Final of (2) one-year renewal options; contract effective 3/1/18 thru 2/28/19

**Core & Main LP** (HD Supply Waterworks Ltd)  
**10655 Royalton Rd., North Royalton, OH 44133**  
**440-237-1200**

BY: \_\_\_\_\_

SIGNATURE

NAME: Tom Harrington

PRINTED

TITLE: District Manager

THE PRICE QUOTED SHALL BE COMPLETED WITH ALL LABOR, INSURANCE, MATERIALS, TRANSPORTATION, PERMITS, ETC. INCLUDED. NO ADDITIONAL FEES, CHARGES, OR EXPENSES MAY BE ADDED TO THE PRICE QUOTED.

The City of Lakewood makes no guarantees as to the quantities of materials ordered under this bid.

Schedule of Items:

1. Mueller A-461 4-1/2" Hydrants, Traffic/Break Away complete with two 2-1/2" hose and one steamer connection for 6-1/2' trench with 4" Mech. Jt. Shoe \$ 2,358.61 /ea
2. Mueller A-466 4-1/2" Hydrants, Traffic/Break Away complete with two 2-1/2" hose and one steamer connection for 6-1/2' trench **without** Mech. Jt. Coupling for Elbow, commonly called inset of Spin-in Hydrant \$ 2,517.14 /ea
3. Mueller A-463 5-1/4" Hydrants, Traffic/Break Away complete with two 2-1/2" hose and one steamer connection for 6-1/2' trench with 6" Mech. Jt. Shoe \$ 2,493.11 /ea
4. Mueller A-467 5-1/4" Hydrants, Traffic/Break Away complete with two 2-1/2" hose and one steamer connection for 6-1/2' trench **without** Mech. Jt. Coupling for Elbow, commonly called inset of Spin-in Hydrant \$ 2,593.36 /ea



Amount to be added or deducted for each 6" variation in hydrant lengths:

- |    |                                      |                     |
|----|--------------------------------------|---------------------|
| 5. | 4-1/2" Hydrants with Elbow           | \$ <u>60.97</u> /ea |
| 6. | 4-1/2" Hydrants <b>without</b> Elbow | \$ <u>60.97</u> /ea |
| 7. | 5-1/4" Hydrants with Elbow           | \$ <u>63.10</u> /ea |
| 8. | 5-1/4" Hydrants <b>without</b> Elbow | \$ <u>63.10</u> /ea |

Delivery Lead Time: stock/30 days Days

Make/Model of Hydrants Bid: Mueller

- |     |  |                      |
|-----|--|----------------------|
| 9.  | Possible 2000 Pounds of Various Castings (as needed) | \$ <u>no bid</u> /lb |
| 10. | Breakaway/Traffic Repair Kits                        | \$ <u>151.88</u> /ea |
| 11. | Hydrant Oil  | \$ <u>16.92</u> /ea  |
| 12. | Hydrant Lubricant                                    | \$ <u>16.92</u> /ea  |

BY: Tom Harrington  
SIGNATURE

2/15/2018  
DATE

NAME: Tom Harrington  
PRINTED

**HD SUPPLY WATERWORKS LTD.**

Misc Repair Parts:

13.	Stems	\$	146.41	/ea
14.	Ball	\$	129.42	/ea
15.	Gasket	\$	11.18	/ea
16.	Coupling	\$	62.70	/ea
17.	Nozzle	\$	59.68	/ea
18.	Caps	\$	61.68	/ea

List Additional Repair Parts:

19.	4" Storz Pumper Nozzle	\$	217.80	/ea
20.	4" Storz Cap	\$	85.74	/ea

List Specialized Hydrant Tools

21.	Operating Wrench	\$	28.33	/ea
22.	2-1/2" Nozzle Wrench	\$	96.27	/ea
23.	4-1/2" Pumper Wrench	\$	104.49	/ea
24.	5-1/4" Seat Wrench	\$	549.70	/ea
25.		\$		/ea
26.		\$		/ea
27.		\$		/ea

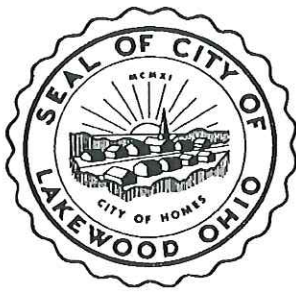
BY: Tom Harrington  
SIGNATURE

2/15/2018  
DATE

NAME: Tom Harrington  
PRINTED

CORE & MAIN LP f.k.a. HD SUPPLY WATERWORKS LTD.





12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-094

March 5, 2018

Board of Control  
City of Lakewood, Ohio 44107


**Subject: Renew Contract – Purchase of Water Maintenance Appurtenances**

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Public Works; Division of Water Distribution, and the attached letter of recommendation, I am submitting for your consideration this request to renew a contract with Core & Main (formerly HD Supply Waterworks Ltd.) in an amount not to exceed \$30,000 to purchase Water Maintenance Appurtenances. This is the final of (2) additional one-year renewal options available to the city; contract effective March 1, 2018 through February 28, 2019.

Core & Main submitted the sole bid for the Water Maintenance Appurtenances portion of Bid 16-006.

Contracting Authority:	Ordinance 43-17 \$100,000
Contracting Balance:	\$70,000 / \$40,000
Funding:	Enterprise Fund
Account Distribution:	501-3062-431-46-08 \$90,000
Account Balance:	\$60,000 / \$30,000
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / c/c _____
Object Code:	Repair and Maint Supplies / Utility Maintenance
Commodity Code:	890-000
Bid Reference:	Bid No. 16-006

  
Kim Smith  
Purchasing Manager

	<u>Approved</u>	<u>Disapproved</u>	<u>Date</u>
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Acting Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____





# MEMO

**DATE:** 02/26/2018

**TO:** Kim Smith

**FROM:** Nicholas Del Vecchio

**SUBJECT:** Board of Control (Water Maintenance supplies and appurtenances.)

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I am requesting BOC approval in the amount not to exceed \$30,000 for the purchase of Water Maintenance Supplies and Appurtenances. Core and Main (formerly HD Supply Waterworks) is the vendor; this will be the final of two one-year renewals. Funds are available in account #501-3062-431.46-08

Thanks,  
Nicholas Del Vecchio

BID FOR: **SEWER and WATER MAINTENANCE  
APPURTENANCES**

BID NUMBER: **16-006**

Final of (2) additional One-Year Renewal Options Available to the City;  
Contract effective 3/1/18 thru 2/28/19.

**CORE & MAIN LP** k.a. HD SUPPLY WATERWORKS, LTD.  
10655 Royalton Rd., North Royalton, OH 44133

BY: Tom Harrington NAME: Tom Harrington  
SIGNATURE PRINTED

TITLE: District Manager DATE: 2/15/2018

THE PRICE QUOTED SHALL BE COMPLETED WITH ALL LABOR, INSURANCE, MATERIALS, TRANSPORTATION, PERMITS, ETC. INCLUDED. NO ADDITIONAL FEES, CHARGES, OR EXPENSES MAY BE ADDED TO THE PRICE QUOTED.

**WATER – Schedule of Items**

**Item #1 – All brass to be Mueller or approved equal**

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
25	¾" Corp Stop AWWA	\$ 27.73	\$ 693.25
25	¾" Curb Stop Comp	\$ 56.77	\$ 1,419.25
30	¾" Union Comp	\$ 15.50	\$ 465.00
30	¾" MIP x Comp Adpt	\$ 12.70	\$ 381.00
30	¾" FIP x Comp Adpt	\$ 13.61	\$ 408.30
10	1" Corp Stop AWWA	\$ 42.01	\$ 420.10
10	1" Curb Stop Comp	\$ 93.85	\$ 938.50
20	1" Union Comp	\$ 16.92	\$ 338.40
10	1" x ¾" Union Comp	\$ 17.09	\$ 170.90
20	1" MIP x Comp Adpt	\$ 15.01	\$ 300.20
10	1" FIP x Comp Adpt	\$ 19.46	\$ 194.60
5	1-1/2" Corp Stop	\$ 123.03	\$ 615.15
5	1-1/2" Curb Stop Cmp	\$ 197.31	\$ 986.55
5	1-1/2" Union Comp	\$ 59.61	\$ 298.05
5	1-1/2" MIP x Comp	\$ 41.50	\$ 207.50
5	1-1/2" FIP x Comp	\$ 53.06	\$ 265.30
1	2" Corp Stop AWWA	\$ 203.51	\$ 203.51
1	2" Curb Stop Comp	\$ 292.09	\$ 292.09
1	2" Union Comp	\$ 80.50	\$ 80.50
1	2" MIP x Comp	\$ 60.45	\$ 60.45
1	2" FIP x Comp Adpt	\$ 63.22	\$ 63.22

TMH  
Initial Page

50	5/8" x 3/4" XS Corp	\$ 18.55	\$ 927.50
50	3/4" XS Corp Adpt	\$ 18.55	\$ 927.50
50	3/4" XXS Corp Adpt	\$ 43.26	\$ 2,163.00

**Item #2 – All Copper to be Type K Soft for Buried Service**

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
15	3/4" K Copper 100'/60'	\$ 199.80	\$ 2,997.00
3	1" K Copper 100'/60'	\$ 259.80	\$ 779.40
1	1-1/2" K Copper 60'	\$ 410.40	\$ 410.40
1	2" K Copper 60'/40'	\$ 588.60	\$ 588.60

\*Copper price firm for 60 days      \*Extended as using 60 ft

**Item #3 – All Gate Valves, Tapping Valves & Cut-In Valves to be Mueller 2360 Series or approved equal. All valves to be furnished w/accessories. All Valves to Open Right & meet C509 Specifications.**

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
30	4" MJ Gate Valve	\$ 457.67	\$ 13,730.10
40	6" MJ Gate Valve	\$ 583.76	\$ 23,350.40
10	8" MJ Gate Valve	\$ 929.75	\$ 9,297.50
4	10" MJ Gate Valve	\$ 1,449.65	\$ 5,798.60
1	12" MJ Gate Valve	\$ 1,834.34	\$ 1,834.34
1	16" MJ Gate Valve	\$ 6,324.29	\$ 6,324.29
3	4" MJ Tapping Valve	\$ 577.39	\$ 1,732.17
3	6" MJ Tapping Valve	\$ 815.21	\$ 2,445.63
1	8" MJ Tapping Valve	\$ 1,210.02	\$ 1,210.02
1	10" MJ Tapping Valve	\$ 1,824.80	\$ 1,824.80
1	12" MJ Tapping Valve	\$ 2,756.40	\$ 2,756.40
10	4" MJ Cut-in Valve	\$ 847.49	\$ 8,474.90
10	6" MJ Cut-in Valve	\$ 1,152.51	\$ 11,525.10
5	8" MJ Cut-in Valve	\$ 1,787.41	\$ 8,937.05
5	10" MJ Cut-in Valve	No Bid	
5	12" MJ Cut-in Valve	No Bid	

**Item #4 – All Tapping Sleeves to be Compression Style Kennedy #920 or approved equal. Size on Size Tapping Sleeves to be Mueller H615 or approved equal.**

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
1	6" x 4" Ken Seal	\$ 937.09	\$ 937.09
1	8" x 4" Ken Seal	\$ 1,078.30	\$ 1,078.30
1	8" x 6" Ken Seal	\$ 1,078.30	\$ 1,078.30
1	10" x 4" Ken Seal	\$ 2,133.22	\$ 2,133.22
1	10" x 6" Ken Seal	\$ 2,133.22	\$ 2,133.22
1	10" x 8" Ken Seal	\$ 2,266.63	\$ 2,266.63
1	12" x 4" Ken Seal	\$ 2,133.22	\$ 2,133.22
1	12" x 6" Ken Seal	\$ 2,133.22	\$ 2,133.22
1	12" x 8" Ken Seal	\$ 2,266.63	\$ 2,266.63
1	6" x 6" Mueller	\$ 963.64	\$ 963.64
1	8" x 8" Mueller	\$ 1,281.20	\$ 1,281.20
1	10" x 10" Mueller	\$ 2,536.09	\$ 2,536.09
1	12" x 12" Mueller	\$ 2,958.13	\$ 2,958.13

**Item #5 – Ductile Iron Pipe to be CL 56**

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
6	4" DIP Tyton Joint	\$ 475.74	\$ 2,854.44
6	6" DIP Tyton Joint	\$ 387.72	\$ 2,326.32
3	8" DIP Tyton Joint	\$ 541.44	\$ 1,621.62
1	10" DIP Tyton Joint	\$ 698.22	\$ 698.22
1	12" DIP Tyton Joint	\$ 870.84	\$ 870.84
1	16" DIP Tyton Joint	\$ 1,238.76	\$ 1,238.76

\*Extended as using 18 ft

**Item #6 – Ductile Iron Pipe to be CL 52**

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
2	4" DIP Tyton Joint	\$ 373.50	\$ 747.00
2	6" DIP Tyton Joint	\$ 253.26	\$ 506.52
1	8" DIP Tyton Joint	\$ 358.20	\$ 358.20
1	10" DIP Tyton Joint	\$ 468.36	\$ 468.36
1	12" DIP Tyton Joint	\$ 590.58	\$ 590.58
1	16" DIP Tyton Joint	\$ 855.00	\$ 855.00

\*Extended as using 18 ft

TMA  
Initial Page



**Item #7 – All Cast Couplings to be Smith-Blair #441-931 or approved equal.  
Coupling to be epoxy coated & contain SS nuts & bolts.**

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
86	4" Cast Coupling	\$ 59.59	\$ 5,124.74
92	6" Cast Coupling	\$ 72.40	\$ 6,660.80
12	8" Cast Coupling	\$ 104.06	\$ 1,248.72
6	10" Cast Coupling	\$ 134.20	\$ 805.20
4	12" Cast Coupling	\$ 163.01	\$ 652.04

**Item #8 – All Full Circle Repair Clamps to be Smith Blair #226 or approved equal.**

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
2	4" x 7-1/2" Clamp	\$ 36.10	\$ 72.20
2	4" x 12-1/2" Clamp	\$ 59.16	\$ 118.32
30	6" x 7-1/2" Clamp	\$ 42.60	\$ 1,278.00
15	6" x 12-1/2" Clamp	\$ 68.13	\$ 1,021.95
8	8" x 7-1/2" Clamp	\$ 50.97	\$ 407.76
5	8" x 12-1/2" Clamp	\$ 81.60	\$ 408.00
2	10" x 7-1/2"	\$ 61.37	\$ 122.74
2	10" x 12-1/2"	\$ 95.33	\$ 190.66
2	12" x 7-1/2"	\$ 69.23	\$ 138.46
2	12" x 12-1/2"	\$ 111.40	\$ 222.80

**Item #9 – All Full Circle Repair Clamp with Tap**

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
2	6" x 6" x 3/4"	\$ 59.85	\$ 119.70
2	6" x 12" x 3/4"	\$ 85.38	\$ 170.76
2	6" x 6" x 1"	\$ 59.85	\$ 119.70
2	6" x 12" x 1"	\$ 85.38	\$ 170.76
2	8" x 9" x 3/4"	\$ 84.68	\$ 169.36
2	8" x 12" x 3/4"	\$ 98.86	\$ 197.72
2	8" x 9" x 1"	\$ 84.68	\$ 169.36
2	8" x 12" x 1"	\$ 98.86	\$ 197.72
2	10" x 6" x 3/4"	\$ 77.61	\$ 155.22
2	10" x 12" x 3/4"	\$ 111.22	\$ 222.44
2	10" x 6" x 1"	\$ 77.61	\$ 155.22
2	10" x 12" x 1"	\$ 111.22	\$ 222.44
2	12" x 6" x 3/4"	\$ 85.37	\$ 170.74

TMA  
Initial Page

2	12" x 12" x 3/4"	\$ 127.13	\$ 254.26
2	12" x 6" x 1"	\$ 85.37	\$ 170.74
2	12" x 12" x 1"	\$ 127.13	\$ 254.26

**Item #10 – Bronze Service Saddles to be Mueller Double Strap BR2B series or approved equal.**

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
1	6" x 1-1/2" Saddle	\$ 100.84	\$ 100.84
1	6" x 2" Saddle	\$ 110.87	\$ 110.87
1	8" x 1-1/2" Saddle	\$ 114.93	\$ 114.93
1	8" x 2" Saddle	\$ 125.27	\$ 125.27
1	10" x 1-1/2" Saddle	\$ 148.55	\$ 148.55
1	10" x 2" Saddle	\$ 159.60	\$ 159.60
1	12" x 1-1/2" Saddle	\$ 178.61	\$ 178.61
1	12" x 2" Saddle	\$ 181.86	\$ 181.86

**Item #11 – Megalugs to EEBA Iron or approved equal**

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
60	4" Megalug EEBA	\$ 14.95	\$ 897.00
100	6" Megalug EEBA	\$ 17.58	\$ 1,758.00
40	8" Megalug EEBA	\$ 26.43	\$ 1,057.20
20	10" Megalug EEBA	\$ 39.16	\$ 783.20
20	12" Megalug EEBA	\$ 57.08	\$ 1,141.60

**Item #12 – Cut-In Sleeves to be Mueller #842 or approved equal**

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
2	4" Cut-in Sleeve	\$ 316.30	\$ 632.60
2	6" Cut-in Sleeve	\$ 401.34	\$ 802.68
2	8" Cut-in Sleeve	\$ 552.83	\$ 1,105.66
1	10" Cut-in Sleeve	\$ 768.10	\$ 768.10
1	12" Cut-in Sleeve	\$ 912.28	\$ 912.28

**Item #13 – Mechanical Joint Gland Pack to include T-bolts & Nuts, MJ Gasket & MJ Gland**

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
60	4" MJ Gland Pack	\$ 11.27	\$ 676.20
60	6" MJ Gland Pack	\$ 15.68	\$ 940.80
20	8" MJ Gland Pack	\$ 17.64	\$ 352.80

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Initial Page

5	10" MJ Gland Pack	\$ 24.99	\$ 124.95
5	12" MJ Gland Pack	\$ 26.46	\$ 132.30

**Item #14 – Valve Boxes to be CWD Style Round Square**

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
60	Round Valve Box	\$ 85.43	\$ 5,125.80
10	Round Box Lid	\$ 7.00	\$ 70.00
20	Round Valve Top	\$ 29.07	\$ 581.40
35	Round Valve Bottom	\$ 53.48	\$ 1,871.80
60	Square Valve Box	\$ 227.14	\$ 13,628.40
10	Square Box Lid	\$ 31.77	\$ 317.70
20	Square Valve Top	\$ 143.05	\$ 2,861.00
35	Square Valve Bottom	\$ 53.48	\$ 1,337.00
100	Curb Box 101F	\$ 34.42	\$ 3,442.00
100	Curb Box Rpr Lids	\$ 14.12	\$ 1,412.00
100	Curb Box Rpr Lids	\$ 14.12	\$ 1,412.00

**Item #15 – All Stainless Steel Tap Saddles to be Smith Blair #665 or approved equal.**

<u>Description</u>	<u>Unit Price</u>
6" x 4" SS Tap Saddle	\$ 503.85
8" x 4" SS Tap Saddle	\$ 518.13
8" x 6" SS Tap Saddle	\$ 583.77
10" x 4" SS Tap Saddle	\$ 595.56
10" x 6" SS Tap Saddle	\$ 667.13
10" x 8" SS Tap Saddle	\$ 810.97
12" x 4" SS Tap Saddle	\$ 661.09
12" x 6" SS Tap Saddle	\$ 754.41
12" x 8" SS Tap Saddle	\$ 944.70
12" x 10" SS Tap Saddle	\$ 1,186.62
16" x 4" SS Tap Saddle	\$ 991.02
16" x 6" SS Tap Saddle	\$ 1,143.68
16" x 8" SS Tap Saddle	\$ 1,250.44



Feb 8, 2018 3:27:25 PM EST

File Edit Commands Help

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501-3062-431.46-08

Account miscellaneous

Budget miscellaneous

Encumbrances

Pre-encumbrances

Transactions

Detail by date

Detail by code

Detail by year & p

Pending by date

Pending by code

Pending by year

Procurement car

Account information

Repair Parts & Supplies / Utility Maintenance

Fiscal year: 2018 Dr

Budget: 90,000.00

Committed: 2,500.00

Balance: 87,500.00

Project Data

Project Entry Optional

Account Balance by Period

Period/Month	Actuals	Cumulative Totals
Q 01 January	.00	.00
Q 02 February	.00	.00
Q 03 March	.00	.00
Q 04 April	.00	.00
Q 05 May	.00	.00

Payment information

Vendor	(* indicates pending)	Total
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Encumbrances

PO #	Vendor	Balance
Q 088317	AAA GAS & WELDING SUP	500.00
Q 088321	CLASS C SOLUTIONS GRO	2,000.00

Pre Encumbrances

Type	Req/PO	Project	Balance
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Segment/Balance Details

Fund	501	Water Fund	Original Budget	90,000.00
Department	30	Public Works	Revised Budget	.00

Print

Cancel

Exit

Previous acc...

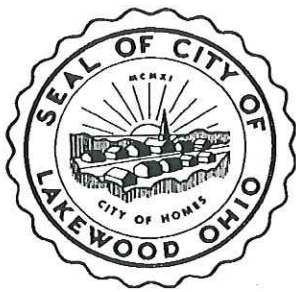
Next account

2017

2019

Account activi...





12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-095

March 5, 2018

Board of Control  
City of Lakewood, Ohio 44107


**Subject: Renew Contract – Purchase Sewer Maintenance Appurtenances**

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Public Works; Division of Water Distribution, and the attached letter of recommendation, I am submitting for your consideration this request to renew a contract with EJ USA, Inc. in an amount not to exceed \$10,000 for the purchase of Sewer Maintenance Appurtenances. This is the final of (2) additional one-year renewal options available to the City; contract effective March 1, 2018 through February 28, 2019.

EJ USA, Inc. submitted the sole bid for the Sewer Maintenance Appurtenances portion of Bid 16-006.

Contracting Authority:	Ordinance 43-17 \$100,000
Contracting Balance:	\$40,000 / \$25,000
Funding:	Enterprise Fund
Account Distribution:	510-3070-431-46-03 \$10,000
Account Balance:	\$10,000 / \$0
Contract Approved by Law:	Yes ____ / No ____ / PO ____ / c/c ____
Object Code:	Repair and Maintenance Supplies / Utility Maintenance
Commodity Code:	890-000
Bid Reference:	Bid No. 16-006

  
Kim Smith  
Purchasing Manager

	<u>Approved</u>	<u>Disapproved</u>	<u>Date</u>
Joseph J. Beno PE, Director of Public	_____	_____	_____
Kevin M. Butler, Acting Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____



# MEMO

**DATE:** 02/26/2018

**TO:** Kim Smith

**FROM:** Nicholas DelVecchio

**SUBJECT:** Board of Control (Sewer Maintenance supplies and appurtenances.)

---

I am requesting BOC approval in the amount not to exceed \$15,000 for the purchase of Sewer Maintenance Supplies and Appurtenances from EJ USA. This will be the final of two one year renewals Funds are available in account #510-3070-431.46-03

Thanks,  
Nicholas Del Vecchio

BID FOR: **SEWER and WATER MAINTENANCE  
APPURTENANCES**  
BID NUMBER: **16-006**

Final of (2) one-year renewal options available to the City,  
effective 3/1/18 thru 2/28/19

**EJ USA, Inc.**  
**301 Spring St., PO Box 439, East Jordan, MI 49727**

BY: Thomas M Teske  
SIGNATURE

NAME: Thomas M Teske  
PRINTED

TITLE: Vice President, General Manager

THE PRICE QUOTED SHALL BE COMPLETED WITH ALL LABOR, INSURANCE,  
MATERIALS, TRANSPORTATION, PERMITS, ETC. INCLUDED. NO ADDITIONAL FEES,  
CHARGES, OR EXPENSES MAY BE ADDED TO THE PRICE QUOTED.

**SEWER – Schedule of Items**

- |    |  |                         |
|----|--|-------------------------|
| 1. | Rectangular Heavy Duty Catch Basin Inlet with<br>Bicycle Safety Grates | \$ <u>396.69</u> / each |
| 2. | Heavy-Duty Manhole Casting with Specified<br>Cover                     | \$ <u>379.68</u> / each |
| 3. | Possible 2000 Pounds of Various Castings<br>(as needed)                | \$ <u>1.00</u> / lb.    |

Feb 8, 2018 3:28:08 PM EST

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510-3070-431.46-03

☒ Account miscellaneous  
☒ Budget miscellaneous  
☒ Encumbrances  
☒ Pre-encumbrances  
☒ Transactions  
☒ Detail by date  
☒ Detail by code  
☒ Detail by year & p  
☒ Pending by date  
☒ Pending by code  
☒ Pending by year  
☒ Procurement car

Print

Cancel

Exit

Previous acc...

Next account

2017

2019

Account activi...

Account information

Repair Parts & Supplies / Steel, Iron

Fiscal year: 2018 Dr

Budget: 10,000.00

Committed: 5,000.00

Balance: 5,000.00

Project Data

Project Entry Optional

Account Balance by Period

Period/Month	Actuals	Cumulative Totals
Q 01 January	.00	.00
Q 02 February	.00	.00
Q 03 March	.00	.00
Q 04 April	.00	.00
Q 05 May	.00	.00

Payment information

Vendor	(* indicates pending)	Total

Encumbrances

PO #	Vendor	Balance
Q 088326	EJ USA, INC.	5,000.00

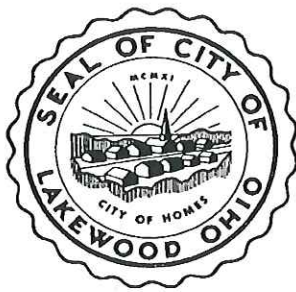
Pre Encumbrances

Type	Req/PO	Project	Balance

Segment/Balance Details

Fund	510	Wastewtr Coll System Fund	Original Budget	10,000.00
Department	30	Public Works	Revised Budget	.00





12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-096

March 5, 2018

Board of Control  
City of Lakewood, Ohio 44107


**Subject:** Award of Contract – Transit Cargo Van – Division of Parks / Pools

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Public Works, Division of Fleet, and the attached letter of recommendation, I am submitting for your consideration this request to award a contract to Middletown Ford, Inc. in the amount of \$31,803 for the purchase of a 2018 Ford XL Transit Cargo Van for use by the Division of Parks & Pools.

2018 Ford XL Transit Cargo Van to be purchased through the rules established by the State of Ohio Cooperative Purchasing Program; GDC093; RS901018.

Contracting Authority:	Ordinance 52-17 \$3,000,000
Contracting Balance:	\$2,123,487 / \$2,091,684
Funding:	Enterprise Fund
Account Distribution:	501-3062-431-86-12 Project #183009 \$33,000
Account Balance:	\$33,000 / \$1,197
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / c/c _____
Object Code:	Parks Van for Pools
Commodity Code:	070-092
Bid Reference:	State of Ohio Cooperative Purchasing Program

  
Kim Smith  
Purchasing Manager

	Approved	Disapproved	Date
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____



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## INTEROFFICE MEMORANDUM

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To: Kim Smith  
FROM: James Holman  
SUBJECT: 2018 CAPITAL PLAN VEHICLES AND EQUIPMENT  
Ordinance: 52-17 Vehicles, Machinery, and Equipment  
DEPT: Project 183009 PARKS DEPARTMENT VEHICLE  
DATE: 02/22/2018  
CC: Joseph Beno, Kurt Matej

---

Public Works has spending authority to purchase one (1) New Parks Maintenance vehicle @ \$35,000.00, Project number 183009.

This equipment was quoted at \$31,802.50 from Middletown Ford who is the state bid vendor. Total cost of the project is \$32,127.50. The funds for this purchase will come from Water Fund. This vehicle will replace unit 624, a 2001 Ford E350 with 75,000 miles. Old 624 will be sent to auction.

Another option that was considered was an all-electric vehicle thru Zenith Motors at a quoted price of \$99,000.00 for the vehicle only. This did not include up fitting of additional equipment.

Due to the low mileage average of the current vehicle (5,000 miles per year), the investment of an all-electric vehicle for this project, in my opinion, would not be the most cost effective option to the City.

It is my recommendation to award the purchase to Middletown Ford.

Detailed descriptions see attached specifications and Quotes

*Final Quote from vendor award to Middletown Ford 1750 N. Verity Parkway Middletown, Ohio 45042 Ohio DAS Contract Number RS901018*

One (1) 2018 Ford Transit 150 Cargo Van @ \$ 31,802.50

*Final Quote from vendor awarded to Ziebart 6754 Pearl Road Cleveland, OH 44130-3620*

One (1) Rust proofing & Undercoating @ \$ 325.00  
Total \$ 325.00

Anticipated life span of one (1) Ford Transit 150 cargo van is 15 years.

Expected delivery date 90-120 days ARO.

**Middletown Ford Fleet Department**

1750 N. Verity Parkway

Middletown, OH 45042

(513) 420-8700

[ashley.hillis@middletownford.com](mailto:ashley.hillis@middletownford.com)[darco.murphy@middletownford.com](mailto:darco.murphy@middletownford.com)

To whom it may concern,

Thank you for allowing Middletown Ford to bid on your:

Vehicle Information							Date: 02/14/2018
Item #	Year	Make	Model	Trim	Body Style	Color	No. of Units
7AT-148	2018	FORD	TRANSIT	XL	CARGO VAN	OXFORD WHITE	1

Buyer Information						
Name	Address	City	State	Zip Code	Phone Number	
CITY OF LAKEWOOD	12850 DETROIT AVENUE	LAKEWOOD	OHIO	44107	216-529-6647	

Vehicle Bid (Per Unit)			Amount Due At Inception:	
Item ID No.	Description	Selling Price	[Down Payment:]	\$0.00
	2018 TRANSIT	\$24,034.00	[Rebate(s):]	\$0.00
	2 ADDITIONAL KEYS	\$200.00		
	METAL PARTITION with door	\$675.00		
	STEP BUMPER	\$0.00		
	BACKUP ALARM	\$95.00	N/A	
	RUNNING BOARDS	\$621.00		
	SWING OUT DOORS	\$0.00	[Trade(s):]	
	RANGER F411 WITH 2-6072 AND VISE HOLDER 6052	\$5,200.00		
	RANGER CARGO RACK 1505FTL3	\$750.00	Trade 1	\$0.00
		\$0.00		
	Delivery	\$209.00	Trade 2	\$0.00
	Title Fee	\$0.00	Trade 3	\$0.00
	Reg. Fee (45-Day Tag)	\$18.50		
	Other Fees	\$0.00		
	<b>Total Due</b>	<b>\$31,802.50</b>	<b>Total Credits</b>	<b>\$0.00</b>

We would also like to announce that we participate in the state's Minority Business Enterprise (MBE) Program.

We greatly appreciate you giving Middletown Ford the opportunity to earn your business! The above quote is good for 30 days unless otherwise specified. Quotes given on vehicles on the State bid are good until the dates specified on the state bid. **PLEASE NOTE:** Any upfits such as Dump Bodies, Utility Bodies, Snow Plows etc. May add up to 6-8 weeks onto vehicle delivery time on state bid.

**WE ALSO ACCEPT TRADE-INS!**

Sincerely,

Ashley Hillis, Fleet Manager





Index No.: GDC093

Eff. Date: 12/18/17

Page 1

STATE OF OHIO  
DEPARTMENT OF ADMINISTRATIVE SERVICES  
GENERAL SERVICES DIVISION  
OFFICE OF PROCUREMENT SERVICES  
4200 SURFACE ROAD, COLUMBUS, OH 43228-1395

MANDATORY USE CONTRACT FOR: NEW, MODEL YEAR 2018 OR MANUFACTURER'S CURRENT PRODUCTION  
MODEL, SPORT UTILITY VEHICLES, CARGO VANS, AND TRUCKS

CONTRACT No.: RS901018

EFFECTIVE DATES: 12/18/17 to 10/31/18

The Department of Administrative Services has accepted bids submitted in response to Invitation to Bid No. RS901018 that opened on 10/13/17 and Invitation to Bid No. RS901118 that opened on 10/13/17. The evaluation of the bid response(s) has been completed. The bidder(s) listed herein have been determined to be the lowest responsive and responsible bidder(s) and have been awarded a contract for the item(s) listed. The respective bid response, including the Terms and Conditions for Bidding, Standard Contract Terms and Conditions, and Supplemental Contract Terms and Conditions (Revised 10/2013), special contract terms & conditions, any bid addenda, specifications, pricing schedules and any attachments incorporated by reference and accepted by DAS become a part of this Requirements Contract.

This Requirements Contract is effective beginning and ending on the dates noted above unless, prior to the expiration date, the Contract is renewed, terminated or cancelled in accordance with the Contract Terms and Conditions.

This Requirements Contract is available to all State agencies, State institutions of higher learning, and State-owned enterprises.

Index No.: GDC093

Eff. Date: 12/18/17

Page 167

CONTRACTOR INDEX (CONT'D)

CONTRACT NO.: RS901018-5



Minority Business Enterprise

49874

Middletown Ford  
1750 North Verity Parkway  
Middletown, OH 45042

CONTRACTOR'S CONTACT:

Ashley Hillis  
Darco Murphy

Preferred Method of receiving Purchase Orders:

DELIVERY: See Price Schedule

TERMS: Net 30 Days

Toll Free: (800) 866-6049  
Telephone: (513) 420-8700  
FAX: (513) 420-8716

E-mail: [fleet.sales@middletownford.com](mailto:fleet.sales@middletownford.com)

E-mail: [fleet.sales@middletownford.com](mailto:fleet.sales@middletownford.com)



Feb 28, 2018 1:55:11 PM EST  
File Edit Commands Help

Print screen  
Navigation

Project 183009-Parks  
☒ Account types  
☒ Assets  
☒ Expenditures  
☒ Liabilities  
☒ Revenues  
☒ Encumbrances  
☒ Miscellaneous info  
☒ Pending transactio  
☒ Pre-encumbrances  
☒ Project detail balan

**Project Information**  
Description: Parks van for Pools  
Status: Active  
Estimate: 33,000.00  
Type: EP Enterprise Fund  
Sub type: ME Motorized Equipment  
Start/stop dates: 1/01/2018 -  
1st month of FY: 00  
Source of funds:

**Project Year-to-Date**  

FY: 2018	Balance	33,000.00
Budget:		33,000.00
Actual:		.00
Unposted:		.00
Pre-encumbrance:		.00
Encumbrance:		.00
Pending:		.00

**Project Life-to-Date**  

FY(s): 0000 - 9999	Balance	33,000.00
Budget:		33,000.00
Actual:		.00
Unposted:		.00
Pre-encumbrance:		.00
Encumbrance:		.00
Pending:		.00

**Project Code**  
There are no user defined code fields for this project

Print  
Cancel  
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Next project  
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2017  
2019  
Project activit...  
Change balan...

Account Number	Description	Budget	Actual
501-3062-431.86-12	Operating Equipment	33,000.00	



12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-097

March 5, 2018

Board of Control  
City of Lakewood, Ohio 44107

**Subject:** Award of Contract – 2018 Sign Replacement Program – Division of Traffic Signs & Signals

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Public Works, Division of Streets, and the attached letter of recommendation, I am submitting for your consideration this request to enter into a requirement contract with **Osburn Associates, Inc.** in an amount not to exceed \$32,400 for the purchase of Blank Sign Stock, Inks, Banner Material, Channel and other miscellaneous materials as required by the Division of Traffic Signs & Signals for the city's 2018 Sign Replacement Program.

Items are being purchased through the rules established by ODOT Cooperative Purchasing Program

Contracting Authority:	Ordinance 43-17 \$195,000
Contracting Balance:	\$186,671 / \$159,835
Funding:	SCMR Fund
Account Distribution:	211-3030-435-42-18 \$125,000
Account Balance:	\$116,671 / \$89,835
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / c/c _____
Object Code:	Operating Supplies – Traffic Signs & Signals
Commodity Code:	438-000
Bid Reference:	ODOT Cooperative Purchasing Program

Kim Smith  
Purchasing Manager

	Approved	Disapproved	Date
<b>Joseph J Beno PE,</b> <b>Director of Public Works</b>	_____	_____	_____
<b>Kevin M. Butler,</b> <b>Director of Law</b>	_____	_____	_____
<b>Jennifer Pae,</b> <b>Director of Finance</b>	_____	_____	_____
<b>Michael P. Summers,</b> <b>Mayor</b>	_____	_____	_____



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# MEMORANDUM

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**DATE:** February 20, 2018  
**TO:** Kim Smith, Purchasing  
**FROM:** Robert Erickson – Public Works Project Manager  
**RE:** 2018 Sign Replacement Program  
**CC:** Joe Beno, Director, Department of Public Works

We are seeking approval to purchase signs and materials in an amount not to exceed \$32,400. Funds are available in Streets Account #211-3030-435-42-18.

Osburn Associates, Inc. signs and materials pricing meets or is lower than sign replacement materials as part of the ODOT Cooperative Purchasing Program; Award Tab 019-18, 033-17, 082-18, 125-17A, and 800-18A.

All sign replacement material to be purchased through the rules established by the ODOT Cooperative Purchasing Program; Award Tab 019-18, 033-17, 082-18, 125-17A, and 800-18A.

See attached quotes from Osburn Associates, Inc. for all approximate signs and materials associated with the 2018 Street Sign Replacement Program.

There is an existing purchase order with Osburn Associates, Inc. number 088348 for \$7,400.00. We will be increasing this purchase order by \$25,000.00 for a total of \$32,400.00.

Respectfully,

Robert Erickson  
Public Works – Project Manager

Osburn Associates, Inc

Project Item

Clifton Blvd.	Trafficjet ultra ink, cyan, magenta, yellow, and black Trafficjet spot ink, cyan, magenta, yellow, and black Sheeting and clear film	\$3,835.18
Clifton Blvd.	Stop signs (100)	\$2,087.00
Clifton Blvd.	Various aluminum blank signs (260) & R-10 (30) (No turn on red) signs	\$4,705.60
Clifton Blvd.	Various aluminum blank signs (46)	\$1,114.26
Clifton Blvd.	Various aluminum blank signs (162)	\$922.06
Clifton Blvd.	Signs (60) - custom "No Stopping 7AM to 9:30AM Signs (60) - custom "No Stopping 4pm to 6:30PM Signs (25)- speed limit 35	\$1,746.75
City-Wide	Supplies / hardware / signs as needed	\$10,589.15

Total \$25,000.00



STATE OF OHIO					
Director of Transportation					
				Award Date	
	Invitation	019-18	Multiple		
	Opened	8/15/2017			
	Location	All Districts			
	Commodity	Sign Supports, Roll-Up Signs, Rigid Signs, and Type III Baricades			
	Threshold				
		Effective 9/1/17 through 8/31/18			
	Vendor Information	Remit to Address	Link to Bid		
Osburn Associates Inc		Osburn Associates Inc			
11931 State Route 93 North; P O Box 912		11931 State Route 93 North; P O Box 912			
Logan, OH 43138		Logan, OH 43138			
Jennifer Treadway		Jennifer Treadway			
740-385-6869		740-385-6869			
OAKS ID: 0000046081					
steveg@osburns.com; jennifert@osburns.com					

STATE OF OHIO				
Director of Transportation				
	Invitation	033-17	Split	
	Opened	1/31/2017		
	Location	All Districts		
	Commodity	Small Sign Support Systems		
	Threshold			
	Vendor Information	Remit to Address	Link to Bid	
Osburn Associates Inc		Included on Pricing Tab		
11931 State Route 93 North; P O Box 912		11931 State Route 93 North; P O Box 912		
Logan, OH 43138		Logan, OH 43138		
Steve Gastin		Steve Gastin		
740-385-6869		740-385-6869		
OAKS ID: 0000046081				
steveg@osburns.com; jennifert@osburns.com				
		Awarded Items:		
		3-5, 10, 25-31 & 56-59		

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211-3030-435 42-18

Account miscellane

Budget miscellane

Encumbrances

Pre-encumbrances

Transactions

Detail by date

Detail by code

Detail by year & p

Pending by date

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Pending by year

Procurement car

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Next account

2017

2019

Account activi...

Pending trans...

Images

Budget alloca...

Account information

Operating Supplies / Traffic Signs and Signals

Fiscal year: 2018 Dr

Budget: 125,000.00

Committed: 46,900.00

Balance: 78,100.00

Project Data

Project Entry Optional

Q 105000 2010 TrafficSig .00

Q 115001 2011 Traffic Si .00

Q 125001 2012 Traffic Si .00

Q 155001 Traffic Sign Re .00

Q 165001 Traffic Sign Re .00

Account Balance by Period

Period/Month	Actuals	Cumulative Totals
Q 01 January	1,624.02	1,624.02
Q 02 February	6,704.46	8,328.48
Q 03 March	.00	8,328.48
Q 04 April	.00	8,328.48
Q 05 May	.00	8,328.48

Payment information

Vendor (\* indicates pending) Total

Q PATH MASTER, INC. 1,380.00

Q TRAFFIC CONTROL PRODUCTS 980.00

Q GRAYBAR ELECTRIC CO., INC. 161.00

Q HOME DEPOT/GEFC 244.02

Q OSBURN ASSOCIATES, INC. 5,563.46

Encumbrances

PO #	Vendor	Balance
Q 088004	A & A SAFETY, INC.	7,000.00
Q 088008	ENNIS PAINT, INC.	7,000.00
Q 088010	GRAYBAR ELECTRIC CO.,	339.00
Q 088011	GRIMCO	7,000.00
Q 088014	HOME DEPOT/GEFC	1,755.98
Q 088019	PATH MASTER, INC.	1,620.00
Q 088021	SHERWIN-WILLIAMS CO.	5,000.00

Pre Encumbrances

Type	Req/PO	Project	Balance
------	--------	---------	---------

Segment/Balance Details

Fund	211	SCMR Fund
Department	30	Public Works
Division	30	Street Maint. & Repair
Activity basic	43	Streets and Highways
Sub activity	5	Streets and Highways
Element	42	Operating Supplies
Object	18	Traffic Signs and Signals

Original Budget 125,000.00

Revised Budget .00

Current expenditures 6,704.46

YTD expenditures 1,624.02

Unposted expenditures .00

Encumbrances 38,571.52

Unposted encumbrances .00

Pre encumbrances .00



12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-098

March 5, 2018

Board of Control  
City of Lakewood, Ohio 44107

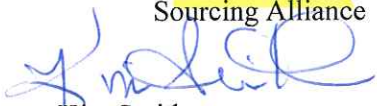
**Subject: Award of Contract – Document Management System**

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Finance, Division of Information Systems, and the attached letter of recommendation, I am submitting for your consideration this request to award a contract to ComDoc in an amount not to exceed \$20,000 for a hosted document management system, to include subscription for (4) users and services provided to process over 170,000 documents for the Department of Human Resources.

Document Management System will be purchased through Sourcing Alliance as authorized by Lakewood Codified Ordinances §111.04, allowing the City to purchase from agencies without the necessity of bidding.

Contracting Authority:	Ordinance 52-17 \$3,000,000
Contracting Balance:	\$2,091,684 / \$2,071,684
Funding:	General Fund
Account Distribution:	101-5050-412-86-12 Project #183005 \$20,000
Account Balance:	\$20,000 / \$0
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / c/c _____
Object Code:	Document Management System
Commodity Code:	958-082
Bid Reference:	Sourcing Alliance

  
Kim Smith  
Purchasing Manager

	Approved	Disapproved	Date
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____





# Memo

**To:** Kim Smith, Purchasing Manager  
**From:** Michael Coletta, Information Technology Manager  
**CC:** Jennifer Pae, Finance Director  
Keith Schuster, Assistant Finance Director  
Jean Yousefi, HR Director  
**Date:** 2/16/2018  
**Re:** 2018 ComDoc Docuware Implementation, Subscription and Scanning Services

---

I recommend that the City of Lakewood enter into a contract with ComDoc for a hosted document management system called Docuware. The cost to implement Docuware is \$3,500. The subscription cost for 4 users is \$369/month (\$4,428/year). The cost to scan 170,500 pages of historical documents is \$10,571. This software will initially be used by the Human Resources Department to manage their documents and may expand to other departments of the city in the future. The pricing is per Sourcing Alliance pricing guidelines RFP #2009.04.01.

I respectfully request that the Board of Control approve the requested service agreement with ComDoc. The dollars to cover the first year expense of a not to exceed amount of \$20,000 are budgeted and reside in the following account: 101-5050-412.86-12.



## AMENDMENT TO COMDOC DOCUMENT MANAGEMENT AGREEMENT

### Prepared Exclusively for Sourcing Alliance Participants

This Addendum amends and is made a part of that certain Document Management Agreement ("Agreement") between ComDoc and City of Lakewood ("Customer") effective as of 2-9-2018, 2018. Capitalized terms used herein but not defined herein shall have the same meaning given to them in the Agreement.

The following terms shall be added to the Agreement:

1. Sourcing Alliance is a collaboration of local, regional, and national group purchasing organizations. Sourcing Alliance provides its members with already-procured, fully compliant contracts established by public sector contract holders ("**Contract Holders**") in accordance with applicable public sector procurement guidelines. These contracts feature a broad range of products, services, and benefits. Most public sector, not-for-profit, and private sector entities are eligible to join Sourcing Alliance and utilize Sourcing Alliance's competitively solicited contracts. Any entities that join Sourcing Alliance are considered Sourcing Alliance members ("**Members**") eligible to utilize any contracts made available through Sourcing Alliance by Sourcing Alliance Contract Holders. See [www.SourcingAlliance.org](http://www.SourcingAlliance.org) for additional information about Sourcing Alliance.
2. The Cooperative Council of Governments ("**CCOG**") CCOG is a regional Council of Governments (a special district and local government entity) organized under Chapter 167 of the Ohio Revised Code. CCOG develops group purchasing programs at the national, state, and local levels and makes these programs available to local governments, not-for-profits, and private companies from coast to coast through Sourcing Alliance as a Contract Holder. CCOG conducts competitive solicitations for products and services in accordance with public sector procurement guidelines, works with individual Members to determine whether programs are a good fit for them, and manages the supplier relationships and performance during the contract term.
3. CCOG's predecessor organization, the Sourcing Office regional council of governments, issued RFP #2009:04.1 for Print Management Products and Services (the "**Program**") which it awarded to ComDoc, Inc., a Global/Xerox company (the "**Master Agreement**"). The Contract was subsequently assigned to its successor organization, CCOG. CCOG is the public entity contract holder of the Master Agreement.
4. This Addendum is entered into pursuant to the pricing, terms, and conditions established in the Master Agreement between ComDoc, Inc. ("**ComDoc**") and The Cooperative Council of Governments ("**CCOG**"). CCOG negotiated favorable contract terms and conditions with ComDoc for Sourcing Alliance Members; those terms are reflected in this Addendum and are only available to Sourcing Alliance Members. In all cases where the terms in this Agreement, as amended, and the terms in the Master Agreement are in conflict, the terms in this Agreement, as amended, shall control.
5. Page 2, Section 7 of the Agreement. The language in the Agreement on Page 2 in Section 7 is hereby struck and replaced with the following: "7. **Automatic Agreement Renewal:** You shall provide us written notice with your intention to exercise your option to return all, but not less than all, of the Equipment covered under this Agreement. The written notice must be received no less than 90 days, but not more than 120 days prior to the expiration date of this Agreement term. If You elect to return the Equipment to Us at the expiration of the original or any renewal term of the Agreement, You agree to return the Equipment in accordance with section 10. If We have not received written notice from You of Your intention to return the Equipment, or if You do not return the Equipment after providing notice, this Agreement will automatically renew for succeeding one-month periods commencing at the expiration of the original term. If renewed, the first renewal payment will be due the first day after the original term expires."
6. Page 2, Section 10 of the Agreement. The language in the Agreement on Page 2 in Section 10 is hereby struck and replaced with the following: "10. **Location of Equipment:** You will keep the Equipment at Your address as identified within this Agreement. You agree that the Equipment will not be moved from that address unless You get Our written permission in advance. If You exercise Your option to return the Equipment at the end of the term, You will immediately return the Equipment to Us in good condition to any ComDoc location in Ohio We designate. You will not be responsible for all expenses associated with crating, shipping, and insuring the shipment if You enter into a new document management agreement with Us upon the expiration of this Agreement. You will prepay all expenses of crating and shipping equipment that is returned and will properly



# SourcingAlliance

Design Procure Comply Manage

insure the shipment upon expiration of this Agreement if You do not enter into a new document management agreement with Us upon the expiration of this Agreement for substantially similar equipment and services."

7. **Page 3, Section b** of the Agreement. The language in the Agreement on Page 3 in Section b is hereby struck and replaced with the following: "b. All Toner/Ink. All supplies We provide are not for resale, and You agree to return to Us any supplies not used. We will not charge You a supply freight fee each time We ship You supplies. Delivery of supplies above manufacturer's suggested yields for Your impression volume may result in increased charges."
8. **Page 3, Section e** of the Agreement. The language in the Agreement on Page 3 in Section e is hereby struck and replaced with the following: "e. Escalators. There will be no per-impression cost increases during the term of this Agreement, as renewed or extended. The per-impression prices quoted in this Agreement will remain the same during the term of the Agreement, as renewed or extended."

All other terms and conditions of the Agreement shall remain unchanged and in full force and effect. All handwritten, typed or "red-lined" additions and/or deletions on the Agreement are null and void and of no force or effect. The changes contained in this Addendum shall apply to only the Agreement to which it is incorporated and is not a precedent for future lease transactions.

IN WITNESS WHEREOF, the parties hereto have executed this Addendum to Document Management Agreement on 2-16-2018  
\_\_\_\_\_, 2018

**ComDoc, Inc.**

\_\_\_\_\_  
(Legal Customer Name)

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Title)





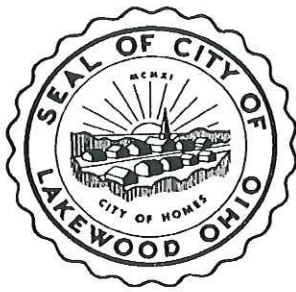
### Document Management Solution Investment- Cloud Option

<b>Component</b>	<b>Cost:</b>
<b>Docuware Cloud Flex</b> <ul style="list-style-type: none"> <li>- All Docuware Modules (including forms creation)</li> <li>- 4 User Licenses</li> <li>- Intelligent Indexing- unlimited</li> <li>- 20 GB cloud storage-</li> </ul> <p>****Docuware request is available at no charge</p>	<p><b>\$369.00/month</b>  <b>Subscription-</b>  <b>*** includes ComDoc Premier Maintenance</b>  <b>PRICE GOOD FOR 60 MONTHS</b></p>
<p><b><u>Professional Services-</u></b></p> <p><b>Discovery</b>  <b>SOW Creation</b>  <b>Basic installation/configuration</b>  <b>Capture configuration-</b> DW Printer, Intelligent Indexing, DW Import/barcode and forms, and existing hardware integration- ***no need to buy scanners</p> <p><b>Testing</b>  <b>Training-</b> Admin, power user, general user  <b>Go-Live Support</b></p> <p>ComDoc provides a 3 person project team for implementation</p> <ul style="list-style-type: none"> <li>1- Project Manager- for a single point of contact during implementation</li> <li>2- Application/Workflow specialist</li> <li>3- Technical Engineer</li> </ul>	<p><b>\$4,000.00-</b>  <b>3 Days ComDoc Professional Services</b></p> <p>**** includes integration with all existing hardware-computers, printers, scanners, MFD's, etc</p>

**Note:** \*\*\* **Ongoing Software Manufacturer Maintenance and Support** is included in the monthly subscription cost. Additionally included in the subscription fee is hours per year of professional services for consulting on additional applications/new uses, or changes/updates to software or workflow processes. Pricing based on 60 month term.

Additional storage may be purchased at \$6.00/month/GB. Documents may be automatically or manually "archived" using the included "Docuware Request" function at no cost to be moved off of the cloud system while retaining all searching criteria.

Additional users may be purchase at \$60.00 per user per month. 15 user (professional system) is available at \$1050.00/month.



12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-099

March 5, 2018

Board of Control  
City of Lakewood, Ohio 44107

**Subject: Renew Contract – Firehouse Records Management System Support – Division of Fire**

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing conjunction with the Department of Finance; Division of Information Systems, and the attached letter of recommendation, I am submitting for your consideration this request to renew a requirement contract with ESO Firehouse LLC (formerly ACS Government, Inc.) in the amount of \$9,082 to provide Firehouse Cloud Web Hosting & Support for the Division of Fire records management system. This is the first of (5) additional one-year renewal options available to the City; contract effective May 1, 2018 through April 20, 2019.

ESO Firehouse LLC (formerly ACS Government, Inc.) is a sole source for Firehouse Cloud Web Hosting and Support.

Contracting Authority:	Ordinance 43-17 \$550,000
Contracting Balance:	\$400,583 / \$381,501
Funding:	General Fund
Account Distribution:	101-5050-412-52-07 \$509,000
Account Balance:	\$369,415 / \$360,333
Object Code:	Network Backup System
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / c/c _____
Commodity Code:	208-000
Bid Reference:	Sole Source - Proprietary

Kim Smith  
Purchasing Manager

	Approved	Disapproved	Date
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers Mayor	_____	_____	_____



# Memo

**To:** Kim Smith, Purchasing Manager ✓  
**From:** Michael Coletta, Information Systems Manager *MC*  
**CC:** Jennifer Pae, Finance Director  
Keith Schuster, Assistant Finance Director  
Scott Gilman, Fire Chief  
**Date:** 2/16/2018  
**Re:** 2018 5-year Maintenance of Firehouse Cloud Web Hosting and Support

---

I recommend that the City of Lakewood renew hosting and maintenance with ESO Firehouse LLC (formerly ACS) for another 5 years beginning May 1, 2018 and ending April 30<sup>th</sup>, 2023 for Firehouse Cloud web hosting and support. This is the software that Lakewood Division of Fire uses to manage their operations. The current maintenance service agreement expires 4/30/2018.

I respectfully request that the Board of Control approve the requested service agreement with ESO Firehouse LLC. The dollars to cover the first year expense of \$9,082 are budgeted and reside in the following account: 101-5050-412.52-07.

**ESO FIREHOUSE LLC**  
2900 100th St Suite 309  
Urbandale, Iowa 50322  
**Contact: Forrest Nace**  
Phone: 800-285-8685  
Fax: 724-283-9086  
E-Mail: forrest.nace@firehousesoftware.com



**Quote:** Q2018LakewoodOH0213

**Sales Rep**  
Forrest Nace

**Terms**  
Net 15

**Quote Date**  
2/13/2018

**Valid For**  
60 Days

**To:**

Lakewood Fire Dept  
Chief Scott Gilman / Michael Coletta-IT  
Division of Information Services  
12650 Detroit Ave  
Lakewood, OH 44107-3015  
216-529-6661(s) / 216-529-6666(Michael) / Michael.Coletta@lakewoodoh.net / Scott.Gilman@lakewoodoh.net

**Item/Description:**

FIREHOUSE Software Cloud, 10 Concurrent Users, Five (5) Year Plan Pricing  
NFIRS Fire, EMS (Ohio NEMSIS 2.2.1), Staff/Training, Apparatus/Equipment,  
Occupancy/Inspections, Hydrants, Scheduling, CAD Monitor, Sketch

*FHInspector Annual Maintenance*

<u><b>Qty:</b></u>	<u><b>Annual Price Per</b></u>	<u><b>Annual Total:</b></u>
1	\$8,332.00	\$8,332.00
5	\$150.00	\$750.00

<b>TOTAL:</b>	<b>\$9,082.00</b>
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Feb 28, 2018 1:57:42 PM EST

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101-5050-112.52-07

Account miscellaneous

Budget miscellaneous

Encumbrances

Pre-encumbrances

Transactions

Detail by date

Detail by code

Detail by year & p

Pending by date

Pending by code

Pending by year

Procurement car

Print

Cancel

Exit

Previous acc...

Next account

2017

2019

Account activi...

Pending trans...

Images

Budget alloca...

Account information

Service Agreements / Computer

Fiscal year: 2018

Budget: 509,000.00 Dr

Committed: 318,919.49

Balance: 190,080.51

Project Data

Project Entry Optional

103002 Code Enforcemen

123012 SharePoint

163011 Fiber Network C

Account Balance by Period

Period/Month	Actuals	Cumulative Totals
Q 01 January	63,086.69	63,086.69
Q 02 February	76,389.87	139,476.56
Q 03 March	.00	139,476.56
Q 04 April	.00	139,476.56
Q 05 May	.00	139,476.56

Payment information

Vendor	Total
SHAMROCK COMPANIES, INC	1,380.00
CDW GOVERNMENT, INC.	37.14
MCPC, INC.	5,154.02
SPRINT	1,371.04
RIGHT STUFF SOFTWARE CORP.	41,400.00
GRANICUS, INC.	10,188.00
SUPERION, LLC	74,972.73

Encumbrances

PO #	Vendor	Balance
088002	SPRINT	7,428.96
088183	MCPC, INC.	4,712.02
088184	VISION SOLUTIONS, INC	1,600.00
088185	CDW GOVERNMENT, INC.	4,174.09
088186	FIS AVANTGARD LLC	765.00
088199	FIS AVANTGARD LLC	1,350.00
088200	CDW GOVERNMENT, INC.	4,500.00

Pre Encumbrances

Type	Req/PO	Project	Balance
RQ	0000030023		22,750.00
RQ	0000030031		5,250.00
RQ	0000030040		17,258.00
RQ	0000030187		7,000.00
RQ	0000030191		7,000.00
RQ	0000030425		75,000.00

Segment/Balance Details

Fund	101	General Fund	Original Budget	509,000.00
Department	50	Finance	Revised Budget	.00
Division	50	Information Systems	Current expenditures	76,389.87
Activity basic	41	General Government	YTD expenditures	63,086.69
Sub activity	2	General Government	Unposted expenditures	.00
Element	52	Service Agreements	Encumbrances	45,184.93
Object	07	Computer	Unposted encumbrances	.00

Original Budget

509,000.00

Revised Budget

.00

Current expenditures

76,389.87

YTD expenditures

63,086.69

Unposted expenditures

.00

Encumbrances

45,184.93

Unposted encumbrances

.00



12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-100

March 5, 2018


Board of Control  
City of Lakewood, Ohio 44107

**Subject: Award Contract – Professional Service Contract – Re: Legal Services**

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Public Safety, Mayor's Office, and the attached letter of recommendation, I am submitting for your consideration this request to award a professional services contract with Kohrman Jackson & Krantz LLP in an amount not to exceed \$20,000 to provide professional legal services in regard to the city's obligations set forth in Article IV, Section 4.1 of the Master Agreement by and between the City of Lakewood, Lakewood Hospital Assn., and The Cleveland Clinic Foundation by assisting the Foundation Planning Task Force develop the structure and file for tax exemption for the Lakewood Wellness Foundation.

Contracting Authority:	Ordinance 43-17 \$500,000
Contracting Balance:	\$457,300 / \$437,300
Funding:	Lakewood Hospital Special Revenue Fund
Account Distribution:	791-5099-410-91-02 \$0
Account Balance:	\$0 / (\$20,000)
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / c/c _____
Object Code:	Professional Services / Special Legal Services
Commodity Code:	961-050
Bid Reference:	Professional Service

  
Kim Smith  
Purchasing Manager

	<u>Approved</u>	<u>Disapproved</u>	<u>Date</u>
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____



# MEMORANDUM

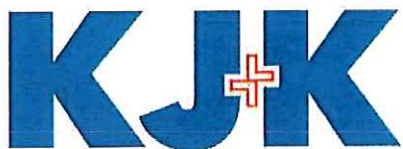
DATE: February 28, 2018  
TO: Kim Smith, Purchasing  
FROM: Mayor Summers  
RE: Purchase of Legal Services – City's Foundation Planning Task Force

I am requesting Board of Control approve the attached legal services Engagement Letter from Kohrman Jackson Krantz to provide legal services to the city in furtherance of the obligations set forth in Article IV, Section 4.1 of the Master Agreement dated December 21, 2015 by and between the City of Lakewood (the "City"), Lakewood Hospital Association ("LHA") and The Cleveland Clinic Foundation.

The Foundation Planning Task Force was appointed by the City and began its work in January 2017 and is expected to present its recommendations to the City and LHA in late April 2018 or early May 2018. Included in the task force presentation will be proposed Articles of Incorporation and a Code of Regulations for the new wellness foundation, followed by the appropriate IRS application for non-profit status. Such documentation will be produced by counsel at the direction of the task force with ultimate approval by the City and LHA.

Initial approval of legal services not to exceed \$20,000.00 is requested. Should legal services exceed this initial amount, further approval from the Board of Control will be requested.

Legal services are to be paid from available funds in Account – #791 for the Wellness Foundation.



**KOHRMAN | JACKSON | KRANTZ**

First M. Lastname | Title

Direct: ###.###.#### | Cell: ###.###.#### | @kjk.com

One Cleveland Center | 1375 East Ninth Street  
29th Floor | Cleveland, Ohio 44114-1793

Main: 216.696.8700 | Toll-free: 888.696.8700 | Fax: 216.621.6536

February 16, 2018

Kevin M. Butler  
Law Director  
City of Lakewood  
12650 Detroit Ave.  
Lakewood, Ohio 44107

**Re: Engagement Letter: Foundation Planning Task Force**

Dear Mr. Butler

We are pleased to confirm that you have retained Kohrman Jackson & Krantz LLP to represent the City of Lakewood to assist the Foundation Planning Task Force develop the structure and file for tax exemption for the Lakewood Wellness Foundation. The scope of our work will be to provide legal services to the City of Lakewood, as the client, in connection with the above-captioned matter.

In connection with our representation, we are sending this letter to explain our fees, terms and billing procedures and confirm that you agree to them. In our experience, the attorney-client relationship works best when there is a mutual understanding of these matters. A written engagement agreement is also required or recommended by the professional conduct rules of the jurisdictions in which we practice law.

Please carefully review this letter agreement and the enclosed "Terms of Engagement for Legal Services," which contains additional terms and conditions regarding this engagement. Whenever the terms and conditions in this cover letter vary in any regard with the "Terms of Engagement for Legal Services," the terms in this cover letter will apply to our agreement.

We normally charge for our legal services on an hourly basis. At present, our hourly billing rates are as follows: paralegal and law clerk rates range from \$160 to \$180 per hour, associate attorney rates range from \$200 to \$335 per hour, and partner attorney rates range from \$310 to \$500 per hour. Kevin O'Connor and I will be the main attorneys working on this matter. My rate is \$420 per hour Kevin's rate is \$390. We will provide the City of Lakewood with a 10% discount off these fees. Except as provided below regarding the 1023 application, we will bill these fees minus 10%, as well as certain costs and expenses we may incur in rendering legal services on your behalf, to you on a monthly basis. We will send our invoices to you by e-mail, to the address you insert below your signature below. The fees and expenses reflected on our billing statements are payable within thirty days. Please refer to the enclosed "Terms of Engagement for Legal Services" for additional information.



**KJK.COM**

**CLEVELAND + COLUMBUS**

{K0651590.1}



1375 East Ninth Street | One Cleveland Center, 29th Floor | Cleveland, Ohio 44114  
Main: 216.696.8700 | Toll-free: 888.696.8700 | Fax: 216.621.6536

As part of the engagement, we will file the 1023 application for tax-exempt status with the IRS. We have agreed to charge the City a flat fee of \$2,500 for completing and filing the application and responding to any inquiries from the IRS, including making any changes required by the IRS. We will bill you for this once we have completed and filed the 1023 application.

We have also, as part of our response to the request for proposals, indicated that we would have at least one attorney attend all the regularly scheduled monthly meetings of the Task Force at no charge. We will indicate that attendance on your bills, but will have a "no charge" entry as to our fees for such attendance.

To pay an invoice by credit card, please visit our online payment portal at [www.kjk.com](http://www.kjk.com) and look for the "Payment Center" link at the bottom right, or request a copy of our credit card payment authorization form. Of course, please feel free to contact me should you ever have a question regarding any of our bills.

#### Confirmation

Please confirm your understanding and acceptance of these terms by signing and dating the acknowledgment below and returning a complete copy of this engagement letter to me by e-mail, fax, express delivery service or U.S. mail. We reserve the right to suspend our legal services until we receive a signed copy of this engagement letter back from you.

If you have any concerns about the terms described in this engagement agreement, please do not hesitate to contact me so that I can address them.

We appreciate the confidence you have expressed in Kohrman Jackson & Krantz LLP. I assure you we will pursue your matters diligently and expeditiously.

Sincerely,

Susan O. Scheutzow

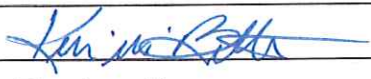
Enclosures



1375 East Ninth Street | One Cleveland Center, 29th Floor | Cleveland, Ohio 44114  
Main: 216.696.8700 | Toll-free: 888.696.8700 | Fax: 216.621.6536

The undersigned acknowledges reading and understanding this letter and the enclosed Terms of Engagement for Legal Services, including the "Conflicts of Interest" section and that the undersigned is authorized to sign this letter on behalf of the client named below:

City of Lakewood

By:	
Its:	Director of Law
Dated:	February 20, 2018

Please insert your e-mail address for billing purposes:
kevin.butler@lakewoodoh.net



Feb 28, 2018 1:52:38 PM EST

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SUPERION

NavLine®

791-5099-410 91-02

☒ Account miscellaneous  
☒ Budget miscellaneous  
☒ Encumbrances  
☒ Pre-encumbrances  
☒ Transactions  
☒ Detail by date  
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2017

2019

Account activi...

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Images

Budget alloca...

Account information

Miscellaneous / Refunds

Fiscal year: 2018

Budget: .00

Committed: .00

Balance: .00

Project Data

Project Entry Optional

Account Balance by Period

Period/Month	Actuals	Cumulative Totals
Q 01 January	.00	.00
Q 02 February	.00	.00
Q 03 March	.00	.00
Q 04 April	.00	.00
Q 05 May	.00	.00

Payment information

Vendor	(* indicates pending)	Total
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Encumbrances

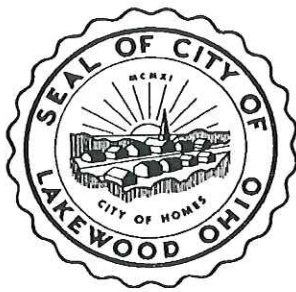
PO #	Vendor	Balance
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Pre Encumbrances

Type	Req/PO	Project	Balance
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Segment/Balance Details

Fund	791	Wellness Foundation	Original Budget	.00
Department	50	Finance	Revised Budget	.00
Division	99	General Administration	Current expenditures	.00
Activity basic	41	General Government	YTD expenditures	.00
Sub activity	0	Trust/Agency Fund	Unposted expenditures	.00
Element	91	Miscellaneous	Encumbrances	.00
Object	02	Refunds	Unposted encumbrances	.00
			Pre encumbrances	.00



12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-101

March 5, 2018

Board of Control  
City of Lakewood, Ohio 44107

**Subject: Award Contract – Professional Services Contract – Re: Weld Shop Ceiling Extension**

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Public Works and the attached letter of recommendation, I am submitting for your consideration this request to award a contract to **ADA Architects, Inc.** in an amount not to exceed \$14,200 to provide professional design services and bid documents to raise a portion of the ceiling in the Fleet Service Garage weld shop.

ADA Associates, Inc. was chosen to perform these Professional Services based on their response to an issued RFP.

Contracting Authority:	Ordinance 57-17 \$1,100,000
Contracting Balance:	\$1,033,015 / \$1,018,815
Funding:	Capital Project Fund
Account Distribution:	401-3010-470-82-20 Project #186005 \$475,000
Account Balance	\$475,000 / \$460,800
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / c/c _____
Object Code:	City Roof Improvements
Commodity Code:	968-047
Bid Reference:	RFP

Kim Smith  
Purchasing Manager

	Approved	Disapproved	Date
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jennifer Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____



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## MEMORANDUM

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**DATE:** February 28, 2018  
**TO:** Kim Smith  
**FROM:** Joe Beno  
**RE:** ADA Architects, Inc. – Weld shop ceiling extension

---

I recommend the approval of a contract with ADA Architects in amount of \$14,200 to design and prepare documents for bidding purposes to raise a portion of the ceiling in the weld shop. ADA will design 2 options to modify the roof truss structure; one with columns and one without. They will provide construction cost estimates of each option.

Currently mechanics can only lift taller vehicles about 3' off the ground in a particular area. At this height, vehicles are left at an uncomfortable height to work on. The goal of this work is to gain an additional 2' of height under the ceiling to lift these vehicles higher off the ground.

This work will be paid for through the City Facility Roof Repair/Replacement project.

ADA quote is attached.



17710 DETROIT AVENUE  
LAKEWOOD, OHIO 44107  
(216) 521-5134  
FAX (216) 521-4824

February 16, 2018  
Revised February 22, 2018

Joseph Beno, P.E.  
City of Lakewood  
12650 Detroit Ave.  
Lakewood, OH 44107

Regarding:  
Service Garage Roof Alteration

Our Project No. 180432

Dear Mr. Beno:

We are pleased to present the following agreement between:

Owner: City of Lakewood  
12650 Detroit Ave.  
Lakewood, OH 44107

Architect: ADA Architects, Inc.  
17710 Detroit Avenue  
Lakewood, Ohio 44107

**Project Understanding:**

*The City would like to increase the clear height of a section of roof in the Fleet Service Garage by approximately 24". We will design two options to modify the roof structure, one with new columns and one without columns. The project budget is \$60,000.*

**Services shall include:**

1. Initial & follow up meeting with your staff to establish program requirements
2. Site survey/ field measure to document existing conditions.
3. Design of two options to modify and reinforce the roof.
4. Construction Documents
  - a) Architectural Plans
  - b) Structural Plans
  - c) Technical Specifications
  - d) Project Manual
5. Opinion of Probable Construction Costs for each of the two options.
6. Assist in obtaining Building Permits
7. Construction Administration:
  - a) Structural Shop Drawing review
  - b) Construction Observation (2 visits by Architect and Engineer)
  - c) Consultation on the exhaust fan if it needs to be moved.



**Fee Structure:**

For services described above, compensation will be on an hourly rate basis using the following rates, payable monthly as invoiced payable within 30 calendar days of the invoice date, not to exceed a total fee of Fourteen Thousand Two Hundred Dollars (\$14,200).

Principal	\$130/hour
Professional	\$120/hour
Associate	\$110/hour
Technical	\$100/hour
Draftsman	\$ 90/hour
Consultants	@ "our cost" + 10%

**Services not included are as follows:**

1. Printing, plotting & reproduction
2. Travel expenses
3. Survey
4. Civil engineering
5. Landscape design
6. Soil borings, percolation tests, and analysis of this work
7. Environmental Audit/Site Assessment
8. Preliminary Design sketches
9. Design for changes to the existing building other than the subject area of this project
10. Energy compliance certificates or calculations
11. Off-site work plans
12. Plumbing, Mechanical and Electrical engineering
13. Fire protection system design and permit coordination
14. Utility Design or coordination beyond 5'-0" outside of the building. Proposal assumes that existing utility services are sufficient in capacity for the project.
15. Revising approved Design Phase Plans during Contract Document Phase
16. Record Drawings (as-builts)
17. Cost of permits and City fees or deposits
18. Cost of extra work that may be required due to unusual soil conditions
19. Bidding – including pre-bid attendance and bid evaluation
20. Value engineering and substitute evaluation
21. Contract Administration
22. Revising drawings during construction to reflect field changes
23. Assistance with acquiring utility service, applications or fees

**Additional Services:**

Should you require any of the above or additional services, ADA Architects shall provide an additional services request to you which shall include the proposed

scope and fees. ADA Architects shall not proceed with the services until we receive your written authorization.

Compensation for additional services typically is either a fixed fee arrangement or on an hourly rate basis. If the fees are to be calculated on an hourly basis, the following rate schedule shall be used:

Principal	\$130/hour
Professional	\$120/hour
Associate	\$110/hour
Technical	\$100/hour
Draftsman	\$ 90/hour
Consultants	@ "our cost" + 10%

**Contractual & Payment Provisions:**

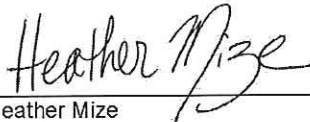
We understand that the contract for these services will be subject to the City of Lakewood's contract Terms & Conditions.

We appreciate the opportunity of helping to implement your plans and ideas and look forward to working with you.

If you approve of the terms and conditions outlined in this proposal, please sign and return one (1) copy to our office.

If you have any questions, please phone our office.

Sincerely,



Heather Mize  
ADA Architects, Inc.

\_\_\_\_\_  
Joseph Beno, P.E.  
City of Lakewood

\_\_\_\_\_  
Date

HRM:hrm

cc: M. Strelau, ADA Architects  
J. Herold, ADA Architects

M:\AD\ADA\CONTRACTS by job number\2018 Contracts\18043 Lakewood Service Garage proposal rev 2018-02-22.docx

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Project 186005-City R
Account types
Assets
Expenditures
Liabilities
Revenues
Encumbrances
Miscellaneous info
Pending transaction
Pre-encumbrances
Project detail balan

**Project Information**
Description: City Roof Improvements
Status: Active
Estimate: 475,000.00
Type: CP Capital Projects
Sub type: BG Building and Facilities
Start/stop dates: 1/01/2018 -
1st month of FY: 00
Source of funds:

**Project Year-to-Date**

FY: 2018	Balance	475,000.00
Budget:		475,000.00
Actual:		.00
Unposted:		.00
Pre-encumbrance:		.00
Encumbrance:		.00
Pending:		.00

**Project Code**
There are no user defined code fields for this project

**Project Life-to-Date**

FY(s): 0000 - 9999	Balance	475,000.00
Budget:		475,000.00
Actual:		.00
Unposted:		.00
Pre-encumbrance:		.00
Encumbrance:		.00
Pending:		.00

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Account Number	Description	Budget	Actual
401-3010-470.92-20	Roof/Struct Renovation	475,000.00	





12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-102

March 5, 2018

Board of Control  
City of Lakewood, Ohio 44107

**Subject: Award Contract – Madison Park Basketball Court Project**

Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Public Works, and the attached letter of recommendation, I am submitting for your consideration this request to award a contract to **Vasco Sports Contractors** in an amount not to exceed \$60,000 to perform the Madison Park Basketball Court Project as outlined in the attached proposal.

Madison Park Basketball Court Project will be purchased through National Cooperative Purchasing Alliance (NCPA) contract #08-07 Region 14 ESC as authorized by Lakewood Codified Ordinances §111.04, allowing the City to purchase from agencies without the necessity of bidding.

Contracting Authority:	Ordinance 54-17 \$750,000
Contracting Balance:	\$580,000 / \$520,000
Funding:	General Fund
Account Distribution:	101-3010-451-84-10 Proj #187005 \$60,000
Account Balance:	\$60,000 / \$0
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / C/C _____
Object Code:	Madison Park Basketball Court
Commodity Code:	912-044
Bid Reference:	National Cooperative Purchasing Alliance

Kim Smith  
Purchasing Manager

	<u>Approved</u>	<u>Disapproved</u>	<u>Date</u>
Joseph J. Beno PE, Director of Public Works	_____	_____	_____
Kevin M. Butler, Director of Law	_____	_____	_____
Jenn Pae, Director of Finance	_____	_____	_____
Michael P. Summers, Mayor	_____	_____	_____



---

## MEMORANDUM

---

**DATE:** February 28, 2018

**TO:** Kim Smith

**FROM:** Joe Beno

**RE:** Vasco Sports Contractors – Madison Park basketball court

---

I recommend approval of a contract with Vasco Sports Contractors in the amount of \$60,000 to install a new basketball court at Madison Park. Vasco's pricing is based off their National Cooperative Purchasing Alliance (NCPA) contract # 08-07 Region 14 ESC.

The work includes excavating the existing area, placing stone and asphalt, installing new taller fence along the baseball field and painting lines for the court.

This project was budgeted for in the 2018 capital budget and will be paid for from account 101-3010-451-84-10.

Quote and aerial are attached.



PROPOSAL SUBMITTED TO:  
JOE BENO  
CITY OF LAKEWOOD  
DIRECTOR OF PUBLIC WORKS

LOCATION: February 22, 2018  
MADISON PARK BASKETBALL COURT  
13201 MADISON AVE.  
LAKEWOOD, OHIO 44107

PHONE: (216) 529-6804 FAX:

Is job located within the city limits? ☐ no ☐ yes

PAYMENT TERMS: Net upon completion - 1½% per month (18% APR) finance charge on all balances over 30 days. We propose to furnish material and labor according to the specifications below, for the sum of:

\$59,127.00

Material is guaranteed to be as specified and work will be according to standard practices. Changes from specifications involving additional costs will only be done upon a written order and will become an extra above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.  
Note: This proposal may be withdrawn by us if not accepted within 30 days.

ESTIMATOR: Matt Wilson

**SPECIFICATIONS:**

**Construct New Basketball Court – 5,868 SF**  
**NCPA Contract Number – 08-07 Region 14 ESC**

- 1) Undercut existing site to adequate subgrade.
- 2) Remove section of existing outfield fence.
- 3) Install 6" of compacted limestone base.
- 4) Pave 2.5" of 301 HMA binder course.
- 5) Pave 1.5" of 448-1 HMA virgin wearing course.
- 6) Install new 20' fencing on outfield fence approximately 100'
- 7) Install two existing basketball goals, owner to provide equipment
- 8) Stipe regulation basketball court with white lines (No Coatings)
- 9) Fine grade perimeter of court.

**OPTION 1** : Apply 4 coat coating system over new asphalt – ADD \$7,507

**OPTION 2** : Install exfiltration trench on east edge of basketball court – ADD \$3,007

**OPTION 3**: Install concrete curb on fence in order to slope water away from field– ADD \$5,200

**DONE BY OTHERS**: - Permits, Fees, Tree Removal, Soil Stabilization if needed, & Seeding

Work performed in addition to the specifications listed above require additional charges.  
Upon acceptance, please sign and return one copy.

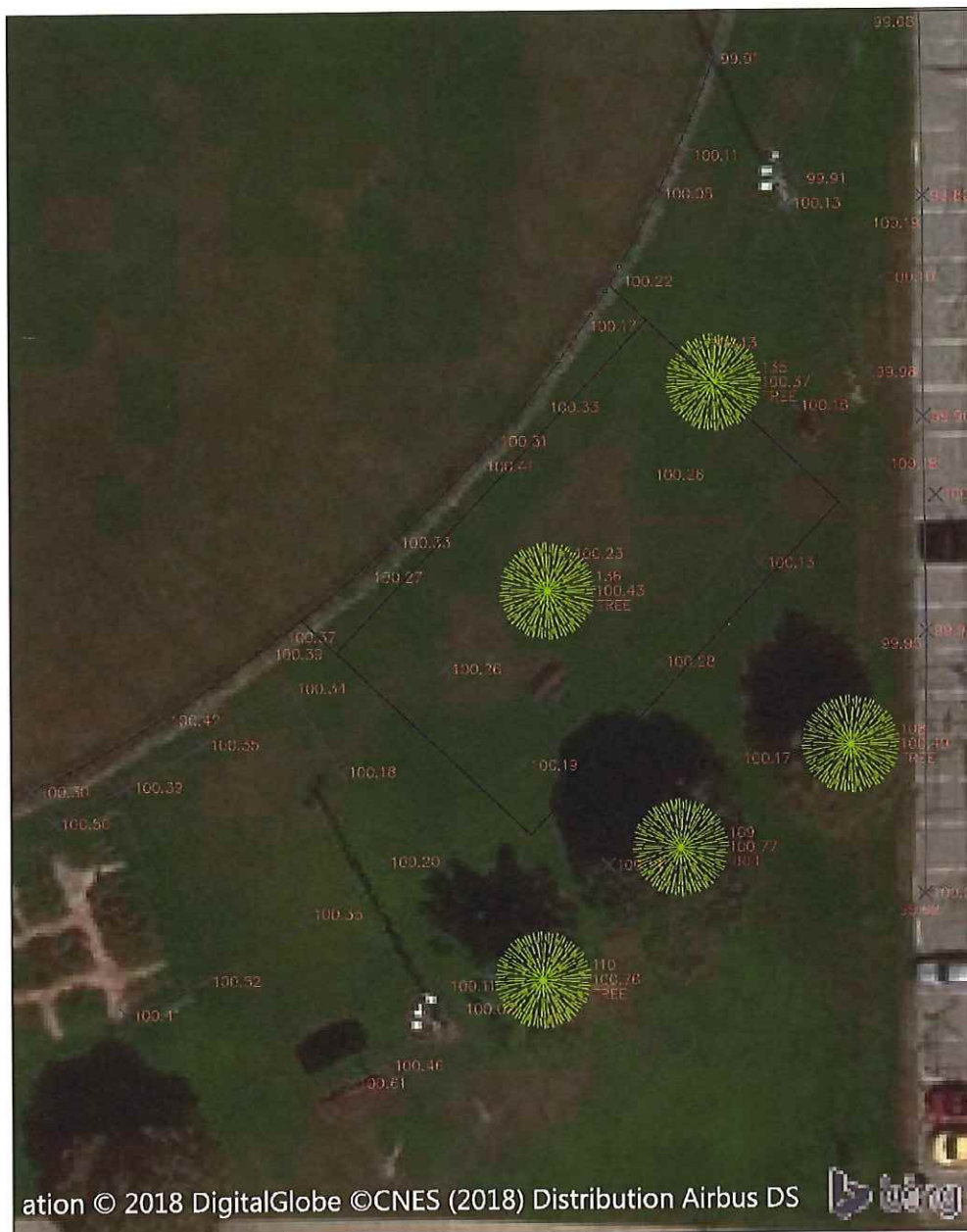
ACCEPTANCE: The above specifications, conditions, and price(s) are acceptable. I authorize Vasco to do the work as specified.

\_\_\_\_\_  
DATE OF ACCEPTANCE

\_\_\_\_\_  
AUTHORIZED SIGNATURE

4270 Sterilite Street SE, Massillon, OH 44646 • (800) 487-0422 • (330) 832-5151 • fax (330) 832-4475 • [www.thevascogroup.com](http://www.thevascogroup.com)







National Cooperative Purchasing Alliance



Sports Contractors

**Vasco Sports Contractors**

Website: <http://vasco-sports.thevascogroup.com>

## Overview

### Vasco Sports Builds All Athletic Facilities, and Builds Them Right!

Vasco Sports Contractors offers clients the passion and experience they need for their sports construction projects. Vasco's design team can handle any athletic field or court project from start to finish. For over 40 years Vasco has served as a trusted resource for anyone looking for professional quality athletic facilities, no matter what sport they're involved in. Vasco is one of the few companies in the country with ASBA (American Sports Builder Association) Certified Track, Tennis, and Field builders on staff, and has successfully completed everything from backyard tennis courts to full scale football stadiums for some of the most respected athletic programs in the nation.

Vasco is the sports contractor of choice for dozens of respected collegiate facilities including Ohio State University and the University of Michigan. Vasco has spent the last 40 years building baseball fields, tennis courts, football fields, running tracks and every other type of athletic field, court, track, path or play area imaginable. No matter what your project involves, you can put your trust in Vasco Sports Contractors to get the job done right, because Vasco uses only high quality sports surfaces and the most advanced laser equipment available to ensure all Vasco-built athletic tracks, fields and courts are of the highest quality possible.

Old, low quality or poorly maintained athletic facilities are not only ugly to look at, but also increase risk of injury for athletes as the materials wear out. Vasco can handle all your sports construction projects from start to finish, performing design work, excavation, paving and surfacing to ensure all your expectations are met. Don't settle for substandard sports facilities, contact Vasco today!

## Contract Info

### Awarded Vendor:

Vasco Sports Contractors

### Contract Awarded:

Athletic Surfacing Systems Maintenance and Construction

### Contract Number:

08-07

### Lead Agency:

Region 14 ESC

### Contract Term:

3 year term, May 11, 2015 to May 31, 2018

*\*Option to renew for two (2) additional one (1) year periods.*

Feb 28, 2018 1:54:53 PM EST  
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Project 187005-Madison

- Account types
- Assets
- Expenditures
- Liabilities
- Revenues
- Encumbrances
- Miscellaneous info
- Pending transaction
- Pre-encumbrances
- Project detail balance

**Project Information**
Description: MadisonPrkBasketballCourt  
Status: Active  
Estimate: 60,000.00  
Type: GF General Fund  
Sub type: PK Park Improvements  
Start/stop dates: 1/01/2018 -  
1st month of FY: 00  
Source of funds:

**Project Year-to-Date**

FY: 2018	Balance	60,000.00
Budget:		60,000.00
Actual:		.00
Unposted:		.00
Pre-encumbrance:		.00
Encumbrance:		.00
Pending:		.00

**Project Code**  
There are no user defined code fields for this project

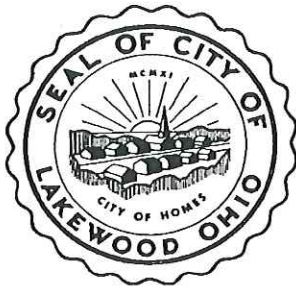
**Project Life-to-Date**

FY(s): 0000 - 9999	Balance	60,000.00
Budget:		60,000.00
Actual:		.00
Unposted:		.00
Pre-encumbrance:		.00
Encumbrance:		.00
Pending:		.00

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Account Number	Description	Budget	Actual
101-3010-451.84-10	Imps. Other Than Bldgs. / Parks	60,000.00	





12650 DETROIT AVENUE ■ 44107 ■ 216-529-6075 ■ 216-529-6806

Reference No. BC-18-103

March 5, 2018

Board of Control  
City of Lakewood, Ohio 44107

**Subject: Award Contract – Professional Service Contract – Re: Legal Services**

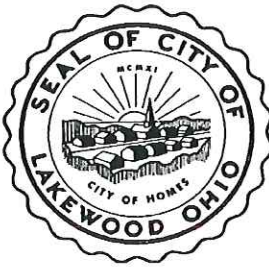
Dear Members of the Board:

Based on a review conducted by the Division of Purchasing in conjunction with the Department of Law and the attached letter of recommendation, I am submitting for your consideration this request to award a requirement contract to **Walter Haverfield LLP** in the amount of **\$10,000** for professional legal services in fiscal year 2018 regarding the City's Right of Way Ordinance.

Contracting Authority:	Ordinance 43-17 \$225,000
Contracting Balance:	\$94,165 / \$84,165
Funding:	General Fund
Account Distribution:	101-6001-413-30-04 \$70,000
Account Balance:	\$44,123 / \$34,123
Object Code:	Professional Services / Special Legal Services
Contract Approved by Law:	Yes _____ / No _____ / PO _____ / c/c _____
Commodity Code:	961-050
Bid Reference:	Professional Service

Kim Smith  
Purchasing Manager

	<u>Approved</u>	<u>Disapproved</u>	<u>Date</u>
<b>Joseph J. Beno PE, Director of Public Works</b>	_____	_____	_____
<b>Kevin M. Butler, Director of Law</b>	_____	_____	_____
<b>Jennifer Pae, Director of Finance</b>	_____	_____	_____
<b>Michael P. Summers, Mayor</b>	_____	_____	_____



KEVIN M. BUTLER  
DIRECTOR OF LAW

PAMELA L. ROESSNER  
CHIEF PROSECUTOR

JENNIFER L. SWALLOW  
CHIEF ASSISTANT LAW  
DIRECTOR

ANDREW FLECK  
ASSISTANT PROSECUTOR

**LAW DEPARTMENT  
OFFICE OF PROSECUTION**  
12650 Detroit Avenue • Lakewood, Ohio 44107  
216/529-6030 • FAX 216/228-2514  
Website: [www.onelakewood.com](http://www.onelakewood.com)  
Email: [law@lakewoodoh.net](mailto:law@lakewoodoh.net)

**MARCH 5, 2018**

Board of Control  
City of Lakewood, Ohio

Dear Board Members:

This letter is to request authority for the City of Lakewood to contract with Walter Haverfield LLP in an amount of \$10,000.00 for special legal services for the year 2018 in regards to a City of Lakewood Right of Way Ordinance. This matter will be paid from account # 101-6001-413-30.04.

Very truly yours,

Kevin M. Butler  
Law Director

Feb 28, 2018 1:58:30 PM EST

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101-6001-413.30-04

Account miscellaneous

Budget miscellaneous

Encumbrances

Pre-encumbrances

Transactions

Detail by date

Detail by code

Detail by year & code

Pending by date

Pending by code

Pending by year & code

Procurement card

Print

Cancel

Exit

Previous account

Next account

2017

2019

Account activity

Pending transactions

Images

Budget allocation

Account information

Professional Services / Special Legal Services

Fiscal year: 2018

Budget: 70,000.00

Committed: 41,314.50

Balance: 28,685.50

Project Data

Project Entry Optional

Q 033003 Lakefront Reno. .00

Account Balance by Period

Period/Month	Actuals	Cumulative Totals
Q 01 January	10,042.20	10,042.20
Q 02 February	15,835.00	25,877.20
Q 03 March	.00	25,877.20
Q 04 April	.00	25,877.20
Q 05 May	.00	25,877.20

Payment information

Vendor	Total
Q WALTER & HAVERFIELD LLP	9,883.20
Q CALFEE, HALTER & GRISWOLD	15,835.00
Q ZASHIN & RICH CO, LPA	159.00

Encumbrances

PO #	Vendor	Balance
Q 088208	WALTER & HAVERFIELD L	8,580.60
Q 088209	WALTER & HAVERFIELD L	1,330.70
Q 088210	ZASHIN & RICH CO, LPA	5,526.00
Q 088419	CALFEE, HALTER & GRIS	.00

Pre Encumbrances

Type	Req/PO	Project	Balance
------	--------	---------	---------

Segment/Balance Details

Fund	101	General Fund	Original Budget	70,000.00
Department	60	Law	Revised Budget	.00
Division	01	Law	Current expenditures	15,835.00
Activity basic	41	General Government	YTD expenditures	10,042.20
Sub activity	3	General Government	Unposted expenditures	.00
Element	30	Professional Services	Encumbrances	15,437.30
Object	04	Special Legal Services	Unposted encumbrances	.00



READ & REFERRED TO THE FINANCE COMMITTEE  
11/20/17. SECOND READING 12/4/17.

ORDINANCE NO: 43-17

BY: Anderson, Bullock, Litten, Marx,  
Nowlin, O'Leary, O'Malley.

AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least five (5) members of Council otherwise, it shall take effect and be in force after the earliest period allowed by law, authorizing the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager to enter into contracts for professional services, and to advertise for bids and enter into contracts for the purchase of repair maintenance and operating supplies, services and equipment as authorized by the 2018 Appropriation Ordinance and the Administrative Code of the City of Lakewood with the lowest and best bidder or bidders or as otherwise provided by law.

WHEREAS, this Council desires to provide the authorization to the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager to enter into contracts for professional services, and to advertise for bids and enter into contracts for the purchase of repair maintenance and operating supplies, services and equipment as authorized by the 2018 Appropriation Ordinance and the Administrative Code of the City of Lakewood with the lowest and best bidder or bidders or as otherwise provided by law; and

WHEREAS, this Council by a vote of at least five (5) of its members determines that this ordinance is an emergency measure, and that this ordinance shall take effect at the earliest date possible as set forth in Article III, Sections 10 and 13 of the Second Amended Charter of the City of Lakewood, and that it is necessary for the immediate preservation of the public peace, property, health and safety, and to provide for the usual daily operation of municipal departments in that delay could impair the City's ability to provide necessary services in a timely manner for fiscal year 2018, now, therefore,

#### BE IT ORDAINED BY THE CITY OF LAKEWOOD, STATE OF OHIO

Section 1. That the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager be and are hereby authorized and directed to enter into a contract or contracts for supplies, services and equipment with the lowest and best bidder or bidders or as otherwise provided by law, as follows:

Professional services contracts included in the 2018 Budget are as follows:

1) Legal Services.....	225,000
2) Recodification of Ordinances .....	12,500
3) Financial Audit .....	75,000
4) Hospitalization and Health Care Benefit Consulting Services .....	40,000

5) Consultant for Workers Compensation .....	30,000
6) Risk Management Consulting Services .....	15,000
7) Healthcare, Physicals, Drug & Alcohol Testing .....	25,000
8) Employee Assistance Program .....	15,000
9) Supervisor / Manager / Employee Training .....	125,000
10) Exams for Classified Positions .....	75,000
11) Housing and Building Plans Examinations .....	75,000
12) Lakewood Jail Medical Services .....	50,000
13) Band Concerts .....	15,000
14) Municipal Engineering Consultant .....	80,000
15) Debt Issuance Costs .....	100,000
16) Integrated Wet Weather Plan Professional Services .....	750,000
17) Administrative Professional Services .....	300,000
18) Professional Services related to Lakewood II Hospital .....	500,000
Sub-Total .....	\$2,507,500

Services contracts included in the 2018 Budget are as follows:

1) Government Agreements (WEB) .....	115,000
2) Government Agreements (Bd of Ed/Pool) .....	800,000
3) Financial Institution Service Charges .....	60,000
4) Electronic Payment Services .....	250,000
5) Property & Liability Insurance Contracts .....	500,000
6) Workers' Comp Stop Loss Insurance .....	90,000
7) Life Insurance .....	20,000
8) Hospitalization and Health Care Benefit Services .....	8,500,000
9) Medical Claims Billing Service .....	100,000
10) Sentenced Prisoners Full Jail Service .....	200,000
11) Home Delivered Meals .....	47,500
12) Distribution System Leak Survey .....	25,000
13) Disposal of Screenings and Grit (WWTP) .....	10,000
14) Excavation Spoils Removal .....	100,000
15) Roll of Box for Street Sweeping .....	60,000
16) Solid Waste Disposal Site .....	900,000
17) Organic Waste Disposal .....	30,000
18) Waste Collections - Condominiums .....	105,000
19) Biosolids Disposal .....	105,000
20) Roll-Off Box for Construction Debris .....	65,000
21) Site to Receive & Process Yard Waste .....	45,000
22) Lab Analysis Service .....	25,000
23) Citywide Computer Hrdwr Op. Sys., & Software Maint Contracts .....	550,000
24) Communications Services .....	100,000
25) Water Meter Program Maintenance .....	25,000
26) Telephone Service .....	95,000

27) Cellular Phone Service .....	250,000
28) HVAC Maintenance .....	125,000
29) Elevator Maintenance .....	25,000
30) Fire Alarm Maintenance .....	50,000
31) Copier Maintenance Service .....	25,000
32) Postage, Mailing Services, Equipment Lease/Maintenance .....	250,000
33) Rental and Laundry of Uniforms .....	35,000
34) Advertising .....	30,000
35) Printing Services .....	165,000
36) CRIS/LEADS Fees .....	20,000
37) Parking Citation Billing Service .....	50,000
38) Fireworks Display .....	40,000
39) Transportation Services .....	65,000
<b>Sub-Total .....</b>	<b>\$14,052,500</b>

Materials, supplies, and equipment authorized for purchase under the 2018 Budget are as follows:

1) Sand and Aggregate .....	45,000
2) Concrete Supplies .....	50,000
3) Asphalt Materials .....	50,000
4) Asphalt Cold Patch .....	25,000
5) Crack Sealant .....	40,000
6) Road Salt (Sodium Chloride) .....	300,000
7) Fire Hydrants, Sewer and Water Appurtenances .....	100,000
8) Water Meter Supplies & Materials .....	40,000
9) Sign Shop-Supplies, Blanks & Reflective Material .....	195,000
10) Polymer Flocculants .....	30,000
11) Wastewater Treatment Chemicals .....	125,000
12) Tires and Road Service .....	85,000
13) Automotive Repairs, Parts and Supplies .....	600,000
14) Oil and Lubricants .....	40,000
15) Fuel (Gasoline and Diesel) .....	500,000
16) Purchase of Uniforms and Gear - Public Works .....	20,000
17) Electrical Supplies .....	50,000
18) Hardware Supplies .....	45,000
19) Janitorial Supplies .....	50,000
20) Landscape Materials .....	30,000
21) Lumber Supplies .....	100,000
22) Plumbing Supplies .....	40,000
23) Pool Supplies - Chemicals .....	45,000
24) Small Tools and Equipment .....	130,000
25) Prisoner Food Supplies .....	35,000
26) Purchase Uniforms & Gear - Safety Forces .....	75,000

27) Ammunition .....	30,000
28) Office Supplies .....	40,000
29) Computer Supplies .....	10,000
30) Computer Software .....	45,000
31) Communications Equipment .....	75,000
32) Paper Supplies .....	15,000
33) Lease Copier Equipment .....	35,000
34) Subscriptions/Publications .....	30,000
35) Reforestation .....	200,000
36) Police Operating Equipment .....	150,000
37) Fire/EMS Operating Equipment .....	150,000
38) Waste Water Treatment Plant Operating Equipment .....	100,000
39) Fitness Equipment/Devices .....	30,000
<b>Sub-Total .....</b>	<b>\$3,755,000</b>
<b>Total .....</b>	<b>\$20,315,000</b>

Section 2. That, contracts for supplies, services and equipment in excess of \$7,500 and for professional services in excess of \$5,000 shall not be awarded except as approved herein or further approved by Resolution of Council.

Section 3. It is found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of this Council, and that all such deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

Section 4. This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety and welfare in the City and for the usual daily operation of the City for the reasons set forth and defined in the preamble, and provided it receives the affirmative vote of at least five (5) members of Council, this ordinance shall take effect and be in force immediately upon its adoption by the Council and approval by the Mayor otherwise, it shall take effect and be in force after the earliest period allowed by law.

Adopted: December 14, 2017

  
President

  
Clerk

Approved: December 20, 2017

  
Mayor



READ & REFERRED TO THE FINANCE COMMITTEE  
11/20/17. SECOND READING 12/4/17.

ORDINANCE NO. 52-17

BY: Anderson, Bullock, Litten, Marx,  
Nowlin, O'Leary, O'Malley.

AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least five (5) members of Council or otherwise to take effect and be in force after the earliest period allowed by law, authorizing and directing the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager to advertise for bid and enter into a contract with the lowest and best bidder in accordance with the Administrative Code of the City of Lakewood for the purchase of **Vehicles, Machinery and Equipment** in accordance with the Administrative Code of the City of Lakewood, contracts not to exceed the specified amounts shown without separate resolution of Council.

WHEREAS, this Council by a vote of at least five (5) of its members determines that this ordinance is an emergency measure, and that this ordinance shall take effect at the earliest date possible as set forth in Article III, Sections 10 and 13 of the Second Amended Charter of the City of Lakewood, and that it is necessary for the immediate preservation of the public peace, property, health and safety, and to provide for the usual daily operation of municipal departments in that certain capital improvements projects are to be undertaken beginning on or after January 1, 2018 in accordance with the Capital Improvement Plan for fiscal year 2018; now, therefore

BE IT ORDAINED BY THE CITY OF LAKEWOOD, OHIO:

Section 1. That the Mayor (Director of Public Safety), the Director of Public Works, and the Director of Finance are hereby authorized and directed to advertise for bids and enter into a contract with the lowest and best bidder in accordance with the Administrative Code of the City of Lakewood, for the following vehicles and equipment, contracts not to exceed the specified amounts shown, except as hereinafter provided:

<b>Vehicles, Machinery and Equipment</b>	<b>\$3,000,000</b>
--	--------------------

Section 2. That the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager is hereby authorized and directed to enter into contracts as set forth above in amounts not to exceed the specified amounts without further action from Council, and to enter into contracts in excess of specified amounts only upon consent of Council evidenced by adoption of a resolution specifying the authorized amount.

Section 3. It is found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of this Council,

and that all such deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

Section 4. This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety and welfare in the City and for the usual daily operation of the City for the reasons set forth and defined in the preamble, and provided it receives the affirmative vote of at least five (5) members of Council, this ordinance shall take effect and be in force immediately upon its adoption by the Council and approval by the Mayor otherwise, it shall take effect and be in force after the earliest period allowed by law.

Adopted: December 18, 2017

  
President of Council

  
Clerk of Council

Approved: December 20, 2017

  
Mayor



READ & REFERRED TO THE FINANCE COMMITTEE  
11/20/17. SECOND READING 12/4/17.

ORDINANCE NO. 57-17

BY: Anderson, Bullock, Litten, Marx, Nowlin,  
O'Leary, O'Malley.

AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least five (5) members of Council, or otherwise to take effect and be in force after the earliest period allowed by law, authorizing and directing the Mayor (Director of Public Safety), the Director of Public Works, the Director of Finance, and/or the Purchasing Manager to advertise for bid and enter into a contract with the lowest and best bidder in accordance with the Administrative Code of the City of Lakewood for **Buildings & Facilities Improvements** in accordance with the Administrative Code of the City of Lakewood, contracts not to exceed the specified amounts shown without separate resolution of Council.

WHEREAS, this Council by a vote of at least five (5) of its members determines that this ordinance is an emergency measure, and that this ordinance shall take effect at the earliest date possible as set forth in Article III, Sections 10 and 13 of the Second Amended Charter of the City of Lakewood, and that it is necessary for the immediate preservation of the public peace, property, health and safety, and to provide for the usual daily operation of municipal departments in that certain capital improvements projects are to be undertaken beginning on or after January 1, 2018 in accordance with the Capital Improvement Plan for fiscal year 2018; now, therefore

BE IT ORDAINED BY THE CITY OF LAKEWOOD, OHIO:

Section 1. That the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager is hereby authorized and directed to engage architectural and/or engineering firms to provide professional services for the design, preparation of specifications, construction inspection, contract administration and to advertise for bids and enter into a contract with the lowest and best bidder in accordance with the Administrative Code of the City of Lakewood, for the following Infrastructure Improvements, contracts not to exceed the specified amounts shown, except as hereinafter provided:

<b>Buildings &amp; Facilities Improvements</b>	<b>\$1,100,000</b>
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Section 2. That the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager is hereby authorized and directed to enter into contracts as set forth above in amounts not to exceed the specified amounts without further action from Council; and to enter into contracts in excess of specified amounts only upon consent of Council evidenced by adoption of a resolution specifying the authorized amount.

Section 3. It is found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of this Council,

and that all such deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

Section 4. This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety and welfare in the City and for the usual daily operation of the City for the reasons set forth and defined in the preamble, and provided it receives the affirmative vote of at least five (5) members of Council, this ordinance shall take effect and be in force immediately upon its adoption by the Council and approval by the Mayor otherwise, it shall take effect and be in force after the earliest period allowed by law.

Adopted: December 18, 2017

  
President of Council

  
Clerk of Council

Approved: December 20, 2017

  
Mayor

READ & REFERRED TO THE FINANCE COMMITTEE  
11/201/17. SECOND READING 12/4/17.

ORDINANCE NO. 54-17:

BY: Anderson, Bullock, Litten, Marx, Nowlin,  
O'Leary, O'Malley.

AN ORDINANCE to take effect immediately provided it receives the affirmative vote of at least five (5) members of Council, or otherwise to take effect and be in force after the earliest period allowed by law, authorizing and directing the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager to advertise for bid and enter into a contract with the lowest and best bidder in accordance with the Administrative Code of the City of Lakewood for **Parks & Pools Improvements** in accordance with the Administrative Code of the City of Lakewood, contracts not to exceed the specified amounts shown without separate resolution of Council.

WHEREAS, this Council by a vote of at least five (5) of its members determines that this ordinance is an emergency measure, and that this ordinance shall take effect at the earliest date possible as set forth in Article III, Sections 10 and 13 of the Second Amended Charter of the City of Lakewood, and that it is necessary for the immediate preservation of the public peace, property, health and safety, and to provide for the usual daily operation of municipal departments in that certain capital improvements projects are to be undertaken beginning on or after January 1, 2018 in accordance with the Capital Improvement Plan for fiscal year 2018; now, therefore

BE IT ORDAINED BY THE CITY OF LAKEWOOD, OHIO:

Section 1. That the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager is hereby authorized and directed to engage architectural and/or engineering firms to provide professional services for the design, preparation of specifications, construction inspection, contract administration and to advertise for bids and enter into a contract with the lowest and best bidder in accordance with the Administrative Code of the City of Lakewood, for the following Infrastructure Improvements, contracts not to exceed the specified amounts shown, except as hereinafter provided:

**Parks & Pools Improvement**

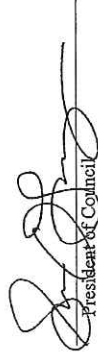
**\$750,000**

Section 2. That the Mayor (Director of Public Safety), the Director of Public Works, the Director of Law, the Director of Finance, and/or the Purchasing Manager is hereby authorized and directed to enter into contracts as set forth above in amounts not to exceed the specified amounts without further action from Council; and to enter into contracts in excess of specified amounts only upon consent of Council evidenced by adoption of a resolution specifying the authorized amount.

Section 3. It is found and determined that all formal actions of this Council concerning and relating to the passage of this ordinance were adopted in an open meeting of this Council, and that all such deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

Section 4. This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety and welfare in the City and for the usual daily operation of the City for the reasons set forth and defined in the preamble, and provided it receives the affirmative vote of at least five (5) members of Council, this ordinance shall take effect and be in force immediately upon its adoption by the Council and approval by the Mayor otherwise, it shall take effect and be in force after the earliest period allowed by law.

Adopted: December 18, 2017

  
President of Council

  
Clerk of Council

Approved: December 20, 2017

  
Mayor